

OSS
ORGANIZATION OF
SELF-INSURED SCHOOLS

Executive Committee Meeting

11:00 a.m. Thursday, January 21, 2016

Favorito
115 N 6th
Fowler, CA 93625

Meeting Minutes

Call to Order President Larry Teixeira called the meeting to order at 11:03 a.m.

Attendance

Selma Unified School District Larry Teixeira	Los Banos Unified School District Dean Bubar
Kings River-Hardwick Un Elem School District Trish Singh	Southwest Transportation Agency Sandra Robles
Sanger Unified School District Eduardo Martinez Kevin Edwards	Kerman Unified School District Kraig Magnussen
Pacific Union Elementary School District Annette Machado	Island Union Elementary School District Diane Augusto
Fowler Unified School District Eric Cederquist	Guests: Erik Knak – <i>Knak & Company</i> Tom Russo – <i>Keenan & Associates</i> Dennis Williams – <i>Keenan & Associates</i> Dr. Henry Brock – <i>Brock's Loss Control</i> Bill Tucker - <i>Tucker-Alexander Ins.</i> Donna Murry – <i>Tucker-Alexander Ins.</i>
Kings Canyon Unified School District Dr. John Quinto	
Firebaugh Las Deltas Russell Freitas	

Approval of Agenda The motion to approve the agenda was made by member Quinto and seconded by member Bubar.

Ayes: Members Teixeira, Edwards, Bubar, Magnussen, Machado, Robles, Singh, Augusto, and Quinto. Nays: None. Abstentions: None. Motion carried.

Public Hearing Session President Teixeira asked if anyone wished to address the Committee. There was no response.

Member Cederquist arrived.

Consent Agenda The motion was made by member Bubar and seconded by member Magnussen to approve the Consent Agenda which included the following:

- A. Approval of the minutes of the October 22, 2015 Executive Committee meeting and the November 12, 2015 special board meeting as emailed.
- B. Approval of expenditures for quarter ending December 31, 2015, (Attachment A).

Ayes: Members Teixeira, Edwards, Bubar, Magnussen, Machado, Robles, Singh, Augusto, Quinto, and Cederquist. Nays: None. Abstentions: None. Motion carried.

Treasurer's Report The financial statement for quarter ending December 31, 2015 was presented by the JPA manager, Bill Tucker, (Attachment B) on behalf of the O.S.S. accountant Carol Bray.

Broker/Manager's Report The JPA manager, Bill Tucker reported on the recent Remarketing Committee meeting, (Attachment C).
Remarketing of Program Donna Abersman had presented the draft of the Request For Proposal (RFP), reviewing its content with the committee and answering any questions they had. The RFP will be mailed out February 1, 2016 and due back February 29, 2016. A decision by the committee will be made by April 25, 2016 after analyzing not only coverages, but services, financial stability of the various programs and premium costs.

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Broker/Manager's Report Cont.

- Remarketing of Program Cont. Referencing the districts giving their conditional notices of withdraw, Mr. Tucker pointed out six (6) of those members are serviced by a broker who is interested in moving his districts to the Self-Insured Schools of California (SISC) program.
- Form 700 Conflict of Interest The JPA manager mentioned the Form 700, Conflict of Interest filings have been emailed to the Executive Committee members, alternates and consultants. The forms are to be mailed back to Tucker-Alexander Insurance by April 1, 2016 as original signatures are needed.
- Renewal Questionnaires The Northern California ReLiEF (NCR) renewal questionnaire instructions have been emailed to all brokers earlier this month. Districts should have been contacted by their agent for completing their questionnaire as they are due back to Tucker-Alexander by February 1, 2016.
- Concealed Weapons On Campus Mr. Tucker mentioned a district had approached him on the possibility of carrying concealed weapons on campus for protection. He found one other district outside of the O.S.S. which does allow this, (Attachment D). More discussion regarding this subject is needed before any direction can be given.

Member Martinez arrived

Administrator's Report

The O.S.S. claims administrator Erik Knak from Knak & Company presented his report, *The O.S.S. Loss History Review – (Incurred)* as of 1-14-2016, years 2007-08 through 2015-16, (Attachment E).

Loss Control Report

O.S.S. risk manager, Dr. Henry Brock presented his risk management report detailing the various areas of risk management he is currently involved, (Attachment F):

- (1) The development of a computer program that will allow districts to address each required element of their Comprehensive School Safety Plan (CSSP) for the purpose of easy modification and updating.
- (2) Fresno County Self Insurance Group (F.C.S.I.G.) and the O.S.S. JPAs will be represented by a presentation highlighting the safety matrix at the spring CASBO conference in Pasadena.

Members Cederquist and Quinto left.

Action Items

Actuarial Proposal The JPA manager presented the proposal for 2016 actuarial services by Milliman, Inc. (Attachment G). The motion to approve the proposal as presented by the broker was made by member Machado and seconded by member Singh.

Ayes: Members Teixeira, Martinez, Bubar, Magnussen, Machado, Robles, Singh, and Augusto. Nays: None. Abstentions: None. Motion carried.

Investment Authority

Mr. Tucker felt it prudent to restate the investing responsibility for O.S.S. and delegate investment authority to the Auditor-Controller/Treasurer-Tax Collector of the County of Fresno, (Attachment H). The motion was made by member Bubar and seconded by member Augusto to delegate investment authority of the Organization of Self Insured Schools to the Auditor-Controller/Treasurer-Tax Collector of the County of Fresno.

Ayes: Members Teixeira, Martinez, Bubar, Magnussen, Machado, Robles, Singh, and Augusto. Nays: None. Abstentions: None. Motion carried.

Member Cederquist returned to the meeting.

Investment Policy Review

O.S.S. is required to annually review the Investment Policy of the County of Fresno as they have adopted aforementioned policy as their own. Main changes to the December 4, 2012 policy were addressed, (Attachment I). With changes noted, the motion to accept the revised Investment Policy of the County of Fresno was made by member Magnussen and seconded by member Cederquist.

Ayes: Members Teixeira, Martinez, Bubar, Magnussen, Machado, Robles, Singh, Augusto and Cederquist. Nays: None. Abstentions: None. Motion carried.

The Investment Policy can be found on the O.S.S. website www.ossweb.org.

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Action Items Cont.

Ltrs of Withdrawal The JPA manager reported his office has received conditional letters of withdrawal from the following districts: Golden Plains USD, Kings Canyon USD, Los Banos USD, Raisin City Elem SD, Riverdale Jt USD, Central Valley Preschool, Sanger USD, Southwest Transportation Agency, and South County Support Service Agency. The motion to accept the conditional letters of withdrawal from Golden Plains USD, Kings Canyon USD, Los Banos USD, Raisin City Elem SD, Riverdale Jt USD, Central Valley Preschool, Sanger USD, Southwest Transportation Agency, and South County Support Service Agency was made by member Magnussen and seconded by member Cederquist.

Ayes: Members Teixeira, Martinez, Bubar, Magnussen, Machado, Robles, Singh, Augusto and Cederquist. Nays: None. Abstentions: None. Motion carried.

The JPA manager will be sending letters to those districts notifying them of the Executive Committee's acceptance of their conditional withdrawal letters, the date for rescinding their withdraw notification, their responsibility for expenses incurred to administer their open claims as well as any other administrative expenses incurred by O.S.S. as a result of their withdrawal.

Board Member Report President Teixeira asked if any member had items to report. There was no response.

Closed Session There were no items for closed session.

Next Meeting/ Adjournment The next scheduled meeting for the Executive Committee is **11:00 a.m., Thursday, April 21, 2016** at Favorito's, Fowler.

With no further business, the meeting adjourned at 12:00 p.m.

Prepared by,
Donna Murry
Donna Murry
TS:dm

Approved by,
Trish Singh
Trish Singh
O.S.S. Secretary