

**OSS**  
ORGANIZATION OF  
**SELF-INSURED SCHOOLS**

**Executive Committee Meeting**

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

**Favorito**  
115 N 6<sup>th</sup>  
Fowler, CA 93625

**Meeting Minutes**

**Call to Order  
Attendance**

Vice President Dean Bubar called the meeting to order at 11:06 a.m.

Kingsburg Jt Union Elementary School Dist.  
Carol Bray

Los Banos Unified School District  
Dean Bubar

Kerman Unified School District  
Kraig Magnussen

Kings River-Hardwick Union Elementary School Dist.  
Trish Singh

Island Union Elementary School District  
Diane Augusto

Guests:  
Dennis Williams – *Keenan & Associates*  
Dr. Henry Brock – *Brock's Loss Control*  
Bill Tucker - *Tucker-Alexander Ins.*  
Donna Murry – *Tucker-Alexander Ins.*

Fowler Unified School District  
Eric Cederquist

**Approval of  
Agenda**

The motion to approve the agenda was made by member Magnussen and seconded by member Cederquist.

Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.

**Public Hearing  
Session**

Vice President Bubar asked if anyone wished to address the Committee. There was no response.

**Consent Agenda**

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

- A. Approval of the minutes of the May 24, 2016 Executive Committee meeting as emailed.
- B. Approval of expenditures for quarter ending June 30, 2016, (Attachment A).

Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.

**Treasurer's  
Report**

The unaudited financial statement for quarter and year ending June 30, 2016 was presented by the OSS accountant, Carol Bray, (Attachment B). The motion to approve as presented the unaudited financial statement for quarter and year ending June 30, 2016 was made by member Augusto and seconded by member Singh.

Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.

**Broker/Manager's  
Report**

Firearms Plcy

The JPA manager, Bill Tucker reported Northern California ReLiEF (NCR) is continuing discussion and considering their options for their firearms policy. Nothing definitive yet at this point in time. The O.S.S. does have available the Northern California Schools Insurance Group (NCSIG) firearm's policy to use as a base for developing one of their own.

Claims Audit

A request for proposal (RFP) will go out the middle of August to engage a firm for performing a claims audit for the O.S.S. as is mandated by accreditation standards every two years.

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### Broker/Manager's

- Report Cont.** NCR is taking new applications from member districts for matching grants, (Attachment C). The grant applications are due back to NCR by 8/15/2016. The grants are to be used for risk management and loss control items such as cameras, alarms, lighting, etc.
- Matching Grants
- NCR Exec Comm Meeting Mr. Tucker gave a report on the NCR Executive Committee meeting held the week prior. A few of the highlights from the meeting were: claims were down, finances were strong, and the renewal questionnaire which comes out in January will be much shorter.
- RFP for Legal Services The RFP for legal services is proceeding forward. He has identified seven firms who have experience in the field of public school districts, four including the incumbent firm are local firms.

### Administrator's Report

Due to a scheduling conflict, the O.S.S. claims administrator Erik Knak from Knak & Company was unable to attend. His report, *O.S.S. Loss History Review – (Incurred)* as of 7-12-2016, years 2006-07 through 2015-16, was presented by Bill Tucker (Attachment D). NCR has agreed to combine the one open claim from 2006-07 with another related sexual abuse claim from 2014-15, so the 2006-07 claim was closed as of 7-20-16. The claims administrator is continuing to close out claims with 52 open claims (which excludes the 2006-07 claim) down 18 from the May 2016 report with \$980K in reserves down \$276K (also excluding the 2006-07 claim) from the May 2016 report.

### 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 E).

Visitations to member districts is approximately 40% complete. The charter school workshop is scheduled for 7/22 at the Fowler Unified Instructional Support Services Center. The availability of the Active Shooter DVD is anticipated prior to the fall staff in-services. Options related to site security are being evaluated with a scheduled presentation at the next Executive Committee meeting in October. It was also announced that SIPE will continue its online training for another year.

### Action Items

- Election of Officers The motion to retain the current slate of officers was made by member Cederquist and seconded by member Magnussen.
- Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.
- The officers for 2016/17 are:
- President* – Larry Teixeira  
*Vice President* – Dean Bubar  
*Secretary* – Trish Singh  
*Treasurer* – Wesley Sever
- Contract for Prop. Valuations The motion to approve the five (5) year contract with AssetWorks for providing professional property valuation services was made by member Cederquist and seconded by member Magnussen, (Attachment F).
- Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.
- Conflict of Interest Biennial Review A biennial review of an agency's conflict-of-interest policy is required by the Fair Political Practice Commission. The motion stating no amendments to the current conflict-of-interest policy for the Organization of Self Insured Schools, (Attachment G) were necessary was made by member Singh and seconded by member Augusto.
- Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.
- Amending October Meeting Due to a conflict with the NCR annual meeting, it was suggested the October Executive Committee meeting be moved back one week to October 27, 2016. The motion to amend the October meeting to October 27, 2016 was made by member Cederquist and seconded by member Magnussen.
- Ayes: Members Bubar, Bray, Magnussen, Singh, Augusto, and Cederquist. Nays: None. Abstentions: None. Motion carried.

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**Board Member Report** Member Cederquist briefly mentioned those districts involved in the Cal 200 lawsuit might be contacted as part of the settlement.

**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, October 27, 2016** at Favorito, 115 N 6<sup>th</sup> Fowler.

With no further business, the meeting adjourned at 11:48 a.m.

Prepared by,

*Donna Murry*

Donna Murry  
TS:dm

Approved by,

*Trish Singh*

Trish Singh  
O.S.S. Secretary