


FRESNO COUNTY
SELF INSURANCE GROUP

Quarterly Board Meeting

1:30 p.m. Tuesday, October 10, 2017

**J. Frank Parks Education Center
Selma Unified School District
3036 Thompson Ave.
Selma, CA 93662**

Meeting Minutes

Call to Order President Kraig Magnussen called the meeting to order at 1:30 p.m.

Attendance

Kerman Unified School District
Kraig Magnussen

Kingsburg Joint Union School District (Elem)
Dr. Wesley Sever
Carol Bray

Fowler Unified School District
Scott Griffin

Fresno County Superintendent of Schools
Laurie Gabriel

Southwest Transportation Agency
Sandra Robles

Guests:

Sharon Castillo – *Tristar Risk Management*
Curt Crockett - *Tristar Risk Management*
Amy Dolson – *Poms & Associates*
Gus Corona – *Borchardt Corona Faeth & Zakarian*
Mary Boyer – *SETECH Div. of Keenan & Associates*
Tom Russo – *Keenan & Associates*
Bill Tucker - *Tucker-Alexander Ins.*
Donna Murry – *Tucker-Alexander Ins*

Selma Unified School District
Larry Teixeira

Firebaugh–Las Deltas Jt Unified School District
Russell Freitas

Valley Regional Occupational Program
Dora Alvarado

Introductions The attending Board members and guests introduced themselves.

Approval of Agenda The motion to approve the agenda was made by member Teixeira and seconded by member Griffin.
Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, and Gabriel. Nays: None. Abstentions: None. Motion carried.

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

Consent Agenda The motion was made by member Teixeira and seconded by member Magnussen to approve the consent agenda which included the following:
A. Approval of the minutes from the June 13, 2017 meeting as emailed.
B. Approval of audited expenditures for quarter and year ending June 30, 2017, (Attachment A) and quarter ending September 30, 2017, (Attachment B).
Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, and Gabriel. Nays: None. Abstentions: None. Motion carried.

Member Sever arrived.

Treasurer's Report Carol Bray, the F.C.S.I.G. accountant presented the audited financial statement for year ending June 30, 2017, (Attachment C) and for quarter ending September 30, 2017, (Attachment D).

JPA Manager's Report The JPA manager, Bill Tucker presented the Claims Cost Analysis for period ending September, 2017, (Attachment E). He mentioned the year to date figures show 14 fewer claims and \$146,434 less in incurred claim costs. F.C.S.I.G. has also been successful in reducing their late reported claims and that figure is lower than other similar JPAs.

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JPA Manager's Report Cont.

Future Rpts

Mr. Tucker is working with Gabrielle Daniel, Keenan & Associates on developing a new set of reports to complement those used in the existing claims cost analysis. It is hopeful they will be ready by the next meeting in January.

Administrator's Report

Acronyms

The F.C.S.I.G. claims administrator, Sharon Castillo with Tristar Risk Management presented a list of acronyms commonly used in workers' comp communications, (Attachment F).

Temp Total Disability Rates

The Division of Workers' Compensation (DWC) announced the minimum and maximum temporary total disability (TTD) rates will increase on January 1, 2018. The minimum TTD rate will increase from \$175.88 to \$182.29 and the maximum TTD rate will increase from \$1,172.57 to \$1,215.27 per week, (Attachment G).

Claims Matrix

The claims matrix comparing the 16/17 year with that of the 15/16 year with the departing districts broken out was presented, (Attachment H). With the exception of rehab costs, all other areas of pay type have decreased resulting in an overall decrease of 4% in the gross paid for the 16/17 year.

Member Freitas arrived.

WorkCompCentral

The online site Work Comp Central stated the workplace is the best place to control and reduce loss costs and presented eight strategies to help turn workers' compensation liabilities into assets, (Attachment I). Sharon Castillo stated in reviewing each strategy, F.C.S.I.G. is performing all eight.

Loss Control Report

Ergonomics Evaluation

F.C.S.I.G. risk manager, Amy Dolson from Poms and Associates presented the loss control report detailing the various areas of risk management she is currently involved, (Attachment J).

Ms. Dolson mentioned she is providing Ergonomic Workstation Evaluations at no cost to members and is available for an evaluation by request. So far she has conducted sixteen (16) ergonomic workstation evaluations this past quarter.

Claim Review & Training

Working with Tristar, an annual claim review for every F.C.S.I.G. member is continuing. So far four (4) claim reviews have been completed this past quarter.

IIPP

The requirements for the Injury and Illness Prevention Program (IIPP) were restated. A copy of the IIPP must be accessible by all employees at each work site and reviewed annually and revised as necessary. After the annual review, the cover page needs to be updated to reflect the review - even if no changes were necessary. IIPP implementation for Safety Officers - online training module is available through GetSafetyTrained.com (Attachment K for more information). The IIPP Checklist for Safety Officers was also presented, (Attachment L). The risk manager congratulated Carol Bray, Safety Officer for Kingsburg Jt Un School District (Elem); their claims frequency for the same time period has gone from six (6) claims down to one (1) claim with the implementation of their safety committee. For any additional assistance with your IIPP or help setting up your safety committee, please contact the risk manager, Amy Dolson at adolson@pomsassoc.com.

Action Items

Financial Audit

Gustavo Corona with the firm Borchardt Corona Faeth and Zakarian presented the F.C.S.I.G. financial audit for years ending June 30, 2017 and 2016, (Attachment M). He declared all items to be fairly stated. He pointed out Workers' Compensation rates are starting to stabilize at the current levels. The motion to approve the report as presented was made by member Teixeira and seconded by member Gabriel.

Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, Gabriel, Sever, and Freitas. Nays: None. Abstentions: None. Motion carried.

SETECH Rpt

The SETECH Report, A Financial Management Information Report For the Fiscal Years Ended June 30, 2016 and June 30, 2017, (Attachment N) was presented by Mary Boyer from the SETECH Division of Keenan & Associates. She stated F.C.S.I.G. has been conservative in reserving and returning equity in the older program years to the members. It has declared, to date, net returns to the members of \$10,874,567 while continuing to enjoy secure finances and a stable rate structure. The motion to accept the report as presented was made by member Freitas and seconded by member Sever.

Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, Gabriel, Sever, and Freitas. Nays: None. Abstentions: None. Motion carried.

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Action Items Cont Ann'l Rpt The Public Self Insurer's Annual Report was presented by the broker, (Attachment O). This report is filed annually with the State of California, Department of Industrial Relations Self Insurance Plans and is used to determine the User Funding and Fraud Assessments to name a few of the main assessments made by the state. Member Teixeira made the motion which was seconded by member Freitas to accept the report as presented.

Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, Gabriel, Sever, and Freitas. Nays: None. Abstentions: None. Motion carried.

Claims Audit The JPA manager presented the claims audit proposal for the amount of \$9,100 submitted by Timothy Farley with Farley Consulting Services, LLC, (Attachment P). His firm performed the claims audit two years ago and his proposal fee has remained the same. The motion was made by member Griffin and seconded by member Sever to accept the proposal as submitted by Farley Consulting Services, LLC.

Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, Gabriel, Sever, and Freitas. Nays: None. Abstentions: None. Motion carried.

Board Member Report There were no comments by the board members.

Next Meeting/ Adjournment The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, January 9, 2018**, in Selma at their district office.

The motion to adjourn the meeting was made by member Sever and seconded by member Teixeira.

Ayes: Members Magnussen, Robles, Teixeira, Griffin, Bray, Gabriel, Sever, and Freitas. Nays: None. Abstentions: None. Motion carried.

The meeting adjourned at 2:36 p.m.

Prepared by,

Donna Murry

Donna Murry
SR:dm

Approved by,

Sandra Robles / dm

Sandra Robles