

PLEASE POST BY OCTOBER 5, 2018

**AGENDA**



**EXECUTIVE COMMITTEE MEETING**  
WEDNESDAY, OCTOBER 10, 2018  
11:00 a.m.

**SPIKE N RAIL**  
2910 PEA SOUP ANDERSON BLVD  
SELMA, CA 93662

**I. CALL TO ORDER**

**II. ROLL CALL**

**OFFICERS & EXECUTIVE COMMITTEE:**

SELMA UNIFIED SCHOOL DISTRICT  
PACIFIC UNION ELEMENTARY SCHOOL DISTRICT  
KINGS RIVER-HARDWICK UNION ELEMENTARY SCHOOL DISTRICT  
KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT  
KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT  
FIREBAUGH-LAS DELTAS UNIFIED SCHOOL DISTRICT  
FOWLER UNIFIED SCHOOL DISTRICT  
ISLAND UNION ELEMENTARY SCHOOL DISTRICT  
KERMAN UNIFIED SCHOOL DISTRICT  
KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT  
LOS BANOS UNIFIED SCHOOL DISTRICT  
SOUTHWEST TRANSPORTATION AGENCY

Larry Teixeira, President  
Annette Machado, Vice President  
Trish Singh, Secretary  
Dr. Wesley Sever, Treasurer  
Carol Bray, Accountant  
Russell Freitas, Member at Large  
Scott Griffin, Permanent Member  
Diane Augusto, Member at Large  
Kraig Magnussen, Permanent Member  
Don Shoemaker, Member at Large  
Don Laursen, Permanent Member  
Sandra Robles, Member at Large

**ADMINISTRATORS & CONSULTANTS:**

BORCHARDT, CORONA, FAETH & ZAKARIAN  
KEENAN & ASSOCIATES  
KEENAN & ASSOCIATES  
KEENAN & ASSOCIATES  
KNAK & COMPANY  
POMS & ASSOCIATES  
SETECH, A DIVISION OF KEENAN & ASSOCIATES

Gus Corona, Auditor  
Tom Russo, JPA Administrator  
Tyler Houston, Account Executive  
Donna Murry, Account Manager  
Erik Knak, Third Party Administrator  
Amy Dolson, Risk Manager  
Mary Boyer, Assistant V.P.

**III. APPROVAL OF AGENDA**

**2018/2019-14**

**ACTION-Page 5**

The Executive Committee retains the right to change the order in which agenda items are discussed. Subject to review by the Executive Committee, the agenda is to be approved as presented. Items may be deleted or added for discussion only according to G.C. Section 54954.2

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

**IV. PUBLIC COMMENTS**

The public may address the Executive Committee on any matter pertaining to the JPA that is not on the agenda. The President reserves the right to limit the time of presentation by individual or topic.

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

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**V. CONSENT AGENDA**

**2018/2019-15**  
**ACTION-Page 6-18**

The Executive Committee to consider the following items within the Consent Agenda:

- Approval of Minutes of the July 11, 2018 Executive Committee Meeting as Emailed
- Approval of Audited Expenditures for Year Ending June 30, 2018
- Approval of Expenditures for Quarter Ending September 30, 2018.

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

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**VI. CORRESPONDENCE**

**2018/2019-16**  
**INFO-Page 19**

No Correspondence to present.

PUBLIC COMMENTS  
BOARD CONSIDERATION

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**VII. CLAIMS**

**THIRD PARTY ADMINISTRATOR UPDATE**

**2018/2019-17**  
**INFO-Page 20-21**

Erik Knak, Claims Administrator for the OSS will present his report for review.

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

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**VIII. UNDERWRITING**

**NCR UPDATE**

**2018/2019-18**  
**INFO -Page 22-28**

The Administrator will provide the following information and recent updates on the NCR Program.

- NCR Executive Committee Meeting Summaries

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

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**IX. FINANCIAL**

**TREASURER'S REPORT**

**2018/2019-19**  
**ACTION-Page 29-31**

The Executive Committee will review the audited Treasurer's Report for Year ending June 30, 2018 and the Treasurer's Report for Quarter ending September 30, 2018 for approval.

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

**AMENDMENT TO THE 18/19 FINANCIAL BUDGET**

**2018/2019-20**  
**ACTION-Page 32-33**

An amendment to the 18/19 Financial Budget will be presented to the Executive Committee for their consideration.

PUBLIC COMMENTS  
COMMITTEE CONSIDERATION

**FINANCIAL MANAGEMENT INFORMATION REPORT**

**2018/2019-21**

**ACTION-Page 34-65**

Mary Boyer with SETECH a division of Keenan & Associates will present the Financial Management Information Report for the Fiscal Years Ended June 30, 2017 and June 30, 2018 to the Executive Committee for review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**FINANCIAL AUDIT REPORT**

**2018/2019-22**

**ACTION-Page 66-95**

Gustavo Corona, the auditor for the Authority, will present the Financial Audit Report for Years ending June 30, 2018 and 2017 to the Executive Committee for their review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**X. ADMINISTRATION**

**CLAIMS AUDIT SERVICES**

**2018/2019-23**

**ACTION-Page 96-106**

The Executive Committee will choose a firm for the purposes of conducting a claims audit.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**WITHDRAWAL RESERVE ACCOUNT (WRA)**

**2018/2019-24**

**ACTION-Page 107-116**

The Executive Committee will review the WRA update for the districts that have terminated their membership with the Authority for approval and action.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**OFFICIAL MAILING ADDRESS FOR OSS**

**2018/2019-25**

**ACTION Page 117**

The Executive Committee will decide the official mailing address for the OSS

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2018/2019-26**

**INFO-Page 118-132**

The Risk Manager will present the updates on Loss Control services.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**XI. INFORMATION**

**MEMBER COMMENTS**

Each member may report about various matters involving the Authority. There will be no Authority discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

**ADMINISTRATION COMMENTS**

The Administrator will report to the Executive Committee about various matters involving the Authority. There will be no member discussion except to ask questions, and no action will be taken unless listed on a subsequent agenda.

## **XII. AGENDA ITEMS FOR NEXT MEETING**

Members and others may suggest items for consideration at the next Executive Committee meeting on **Wednesday, January 09, 2019 - Spike N Rail**, 2910 Pea Soup Anderson Blvd, Selma, CA 93662. Currently scheduled items include:

- OSS Loss History Report
  - Treasurer’s Report for Quarter Ending December 31, 2018.
  - Form 700 Conflict of Interest
  - Proposal for Actuarial Services with Milliman, Inc.
  - Annual Review of Investment Policy of Fresno County Auditor-Controller/Treasurer-Tax Collector
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## **XII. ADJOURNMENT**

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### **Americans with Disabilities Act:**

The Organization of Self-Insured Schools Property & Liability JPA conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modification or accommodation, in order to participate in a public meeting of the Organization of Self-Insured Schools Property & Liability JPA, shall be made to: Donna Murry, Account Manager, Keenan & Associates, 2133 High Street, Ste E, Selma, CA 93662.