

MINUTES



EXECUTIVE COMMITTEE MEETING

WEDNESDAY, JULY 11, 2018

11:00 a.m.

SPIKE N RAIL

2910 PEA SOUP ANDERSON BLVD

SELMA, CA 93662

I. CALL TO ORDER – Vice President Annette Machado called the meeting to order at 11:03 a.m.

II. ROLL CALL and introductions were made.

OFFICERS & EXECUTIVE COMMITTEE:

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

Annette Machado, Vice President
Trish Singh, Secretary
Carol Bray, Accountant
Russell Freitas, Member at Large
Scott Griffin, Permanent Member
Diane Augusto, Member at Large
Don Shoemaker, Member at Large
Don Laursen, Permanent Member
Sandra Robles, Member at Large

MEMBERS:

FOWLER UNIFIED SCHOOL DISTRICT
VALLEY REGIONAL OCCUPATIONAL PROGRAM
VALLEY REGIONAL OCCUPATIONAL PROGRAM

Gary Geringer
Dora Alvarado
Fabrizio Lofaro

ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES
KEENAN & ASSOCIATES
KNAK & COMPANY
POMS & ASSOCIATES

Tyler Houston, Account Executive
Donna Murry, Account Manager
Erik Knak, Third Party Administrator
Amy Dolson, Risk Manager

OTHERS PRESENT:

C.D. SIMONIAN INSURANCE

Jonathan Simonian

III. APPROVAL OF AGENDA

2018 / 2019-01

ACTION

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: None

COMMITTEE CONSIDERATION: Motion was made by member Freitas, seconded by member Bray and unanimously carried to approve the Agenda as presented. Absent: Don Laursen, Larry Teixeira, and Kraig Magnussen.

PUBLIC COMMENTS

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

IV. CONSENT AGENDA

2018 / 2019-02

ACTION

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

- Approval of Minutes of the May 15, 2018 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending June 30, 2018.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion was made by member Griffin and seconded by member Augusto and unanimously carried to approve the Consent Agenda as presented. Absent: Don Laursen, Larry Teixeira, and Kraig Magnussen.

V. CORRESPONDENCE

No items to present.

Member Don Laursen arrived.

VI. CLAIMS

2018 / 2019-03

THIRD PARTY ADMINISTRATOR UPDATE

INFO

Erik Knak, Claims Administrator for the OSS presented his *Loss History Review – (Incurred) - 6/30/18*, comparing it to the 7/11/17 report provided at last year’s July meeting. The years 2008/09, 2009/10, 2010/11, 2011/12, 2012/13 have no open claims with 2013/14 having 1 newly opened claim involving a sexual abuse case. The timeline for this matter appears to involve both OSS and CRMA. A recent NCR coverage letter to the District denied coverage. 2014/15 has 2 open claims, 2015/16 has 3 open claims, 2016/17 has 7 open claims, and 2017/18 has 26 open claims ending the period with a total of 39 open claims, no change from the July 2017 report and with current reserves of \$546,000 down \$33,000 from the July report.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

VII. UNDERWRITING

NCR UPDATE

2018 / 2019-04

INFO

- Executive Summaries of the NCR Underwriting & Finance Committee, and the Board of Directors Meetings were presented.
- AB 699 was discussed. This new law added “immigration status” as a specific protected characteristic for purposes of anti-discrimination and equal protection laws in schools and other education entities and agencies. It was stated the new law set July 1, 2018 as the deadline for districts to adopt policies for responding to immigration issues.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: NONE

AGREEMENT BETWEEN THE OSS AND THE UNIVERSITY OF CALIFORNIA

2018 / 2019-05

ACTION

The five-year agreement between the OSS and the University of California was tabled until more information could be gathered.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

VIII. FINANCIAL

TREASURER’S REPORT

**2018 / 2019-06
ACTION**

Carol Bray, the Authority’s accountant presented the unaudited Treasurer’s report to the Executive Committee for the period ending 6/30/18. Total operating revenues were at 100% with revenues of \$4,685,451 and operating expenses at 91% with expenditures of \$4,141,540.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas with a second by member Laursen and unanimously carried to approve the Treasurer’s Report as presented. Absent: Larry Teixeira, and Kraig Magnussen.

2018/2019 FINAL POOL CONTRIBUTION SPREADSHEET

**2018 / 2019-07
ACTION**

The Account Executive, Tyler Houston presented the 2018/2019 final Pool Contribution Spreadsheet to the Executive Committee for approval.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas and seconded by member Singh and unanimously carried to approve the 2018/2019 final Pool Contribution. Absent: Larry Teixeira and Kraig Magnussen.

2018/2019 FINAL BUDGET

**2018 / 2019-08
ACTION**

The final Budget for the 2018/2019 year was presented to the Executive Committee for their review and approval.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas and seconded by member Laursen and unanimously carried to approve the 2018/2019 final Pool Contribution. Absent: Larry Teixeira and Kraig Magnussen.

IX. ADMINISTRATION

CLAIMS AUDIT

**2018 / 2019-09
INFO**

A Request for Proposal will be sent out to engage a firm for performing a claims audit for the Authority as is required by accreditation standards.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

BIENNIAL NOTICE / CONFLICT OF INTEREST CODE REVIEW

**2018 / 2019-10
ACTION**

The Conflict of Interest Code for the OSS was reviewed by the Executive Committee. No changes were necessary.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Laursen and seconded by member Bray and unanimously carried to approve the OSS Conflict of Interest Code without changes. Absent Larry Teixeira and Kraig Magnussen.

ELECTION OF OFFICERS

**2018 / 2019-11
ACTION**

The current slate of OSS officers was reelected to serve for the 2018/2019 year.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas and seconded by member Griffin to reelect the current slate of officers for the 2018/2019 year and unanimously carried. Absent Larry Teixeira and Kraig Magnussen.

X. RISK MANAGEMENT

CONTRACT FOR WEBINAR SERIES

2018 / 2019-12
ACTION

Amy Dolson, the Authority's Risk Manager presented the final contract for Diane Cranley's seven-part webinar series, *Child Sexual Abuse Prevention*.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Laursen and seconded by member Robles to approve the contract for Diane Cranley webinar series and unanimously carried. Absent Larry Teixeira and Kraig Magnussen.

RISK MANAGEMENT UPDATES

2018 / 2019-13
INFO

The Risk Manager presented updates on Loss Control services and risk management information as follows:

- Driver / Back Safety Training – July 26, 2018, at Kerman Unified (morning session) and Washington USD (afternoon session).
- IMReady Training: How to Survive an Active Killer – October 02, 2018
- Cyber Liability Program Training – Brit and Keenan Safe Schools
- Keenan Safe Schools (KSS) Transition

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

XI. INFORMATION

MEMBER COMMENTS

None

ADMINISTRATION COMMENTS

Donna Murry read a thank you note from Eric Cederquist, who recently retired from his career as an educator.

XII. AGENDA ITEMS FOR NEXT MEETING

Members and others may suggest items for consideration at the next Executive Committee meeting on **Wednesday, October 10, 2018, Spike N Rail**, 2910 Pea Soup Anderson Blvd, Selma, CA 93662. Currently scheduled items include:

- OSS Loss History Report
- Treasurer's Report for Year Ending June 30, 2018 (audited) and for Quarter Ending September 30, 2018.
- Approval of the Financial Audit for Years Ending June 30, 2018 and 2017
- Approval of the SETECH Report
- Approval of the Claims Auditor

XIII. ADJOURNMENT

With no further business, motion by member Griffin and seconded by member Laursen and unanimously carried to adjourn the meeting. Meeting adjourned at 12:08 p.m.

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, 800-654-8347 extension 2037.