

# MINUTES



## BOARD OF DIRECTORS MEETING

TUESDAY JUNE 12, 2018

1:30 p.m.

J. Frank Parks Education Center

Selma Unified School District

3036 Thompson Ave.

Selma, CA 93662

I. **CALL TO ORDER** – President Kraig Magnussen called the meeting to order at 1:35 p.m.

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### II. ROLL CALL

Those present were:

#### **OFFICERS & BOARD OF DIRECTORS:**

KERMAN UNIFIED SCHOOL DISTRICT

Kraig Magnussen, President

SOUTHWEST TRANSPORTATION AGENCY

Sandra Robles, Secretary (Alternate)

KINGSBURG JOINT UNION SCHOOL DISTRICT (ELEMENTARY)

Carol Bray, Accountant

FOWLER UNIFIED SCHOOL DISTRICT

Eric Cederquist

FOWLER UNIFIED SCHOOL DISTRICT

Keith Loewen

SELMA UNIFIED SCHOOL DISTRICT

Larry Teixeira

SELMA UNIFIED SCHOOL DISTRICT

Dr. Tanya Fisher

#### **MEMBERS:**

VALLEY REGIONAL OCCUPATIONAL PROGRAM

Dora Alvarado

#### **ADMINISTRATORS & CONSULTANTS:**

KEENAN & ASSOCIATES

Tom Russo, JPA Administrator

KEENAN & ASSOCIATES

Tyler Houston, Account Executive

KEENAN & ASSOCIATES

Gabrielle Daniel, Claims Analyst

KEENAN & ASSOCIATES

Donna Murry, Account Manager

POMS & ASSOCIATES

Amy Dolson, Risk Manager

TRISTAR RISK MANAGEMENT

Sharon Castillo, Third Party Administrator

TRISTAR RISK MANAGEMENT

Curt Crocket, Vice President Regional Manager

TRISTAR RISK MANAGEMENT

Brandon Wheeler, Director Client Services

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### III. APPROVAL OF AGENDA

2017/2018-14

#### **ACTION**

With the moving of the Legislative Updates up to before the review of the Actuarial Report, the Agenda was approved as presented.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by Member Teixeira, seconded by Member Loewen and unanimously carried.

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### IV. PUBLIC COMMENTS

None

**V. CONSENT AGENDA**

**2017/2018-15  
ACTION**

The Board of Directors considered the following items within the Consent Agenda:

- Approval of Minutes of the May 01, 2018 Board of Directors Meeting as Emailed
- Approval of Expenditures for Period Ending May 31, 2018

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Teixeira, seconded by Member Loewen and unanimously carried to approve the Consent Agenda as presented.

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**VI. CORRESPONDENCE**

No items to present.

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**VII. CLAIMS**

**THIRD PARTY ADMINISTRATOR UPDATE**

**2017/2018-16  
INFO**

Sharon Castillo, Claims Administrator for Fresno County Self-Insurance Group (FCSIG) presented the claims update report for review. For active FCSIG members, new indemnity losses have reduced 32.7% from 2013/14 to 2017/18, with lost days going from 7,982 to 5,632 and the reporting lag time decreasing from 13 to 3 days. The open claims and payments by location were also provided.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

**CLAIMS TREND OVERVIEW**

**2017/2018-17  
INFO**

Gabrielle Daniel, Keenan Claims Analyst presented the Claims Trend Overview. Active FCSIG members for the period from 7/1/13 through 4/30/18 have seen a reduction in: the severity of claims, average claim cost and litigated claims, with the claims frequency increasing and slip/trip & falls continuing to be the number one claim cause. Lost days and temporary disability paid have also decreased due to the return-to-work program.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

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**VIII. UNDERWRITING**

**LEGISLATIVE UPDATE**

**2017/2018-20  
INFO**

Gabrielle Daniel, Claims Analyst with Keenan & Associates presented pending legislation to the Board for their information. She also commented on the *Workers' Comp Executive*, a great read for providing news surrounding current workers' comp issues in California.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

**MILLIMAN, INC ACTUARIAL REPORT**

**2017/2018-18  
ACTION**

The Administrator presented the actuarial report as prepared by Milliman, Inc. for review and consideration.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Cederquist, seconded by Member Teixeira and unanimously carried to accept the 2018/2019 Actuarial Report as prepared by Milliman, Inc.

**PROBABILITY LEVEL / RATE FOR 2018/2019**

**2017/2018-19**

**ACTION**

The Administrator presented the spreadsheets with various probability levels & rates for review & consideration by the Board.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion made by Member Cederquist and seconded by Member Robles and unanimously carried to fund the Workers' Comp Program at a 70% Probability level for the 18/19 year.

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**IX. FINANCIAL**

**TREASURER'S REPORT**

**2017/2018-21**

**ACTION**

Carol Bray, the Authority's accountant presented the Treasurer's Report for Period ending June 01, 2018 for review and consideration. Total operating revenues from said quarter were at 98% with revenues of \$6,079,896 and operating expenses at 89% with expenditures of \$5,893,828.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Teixeira, seconded by Member Cederquist and unanimously carried to accept the Treasurer's Report as presented.

**EXCESS WORKERS' COMPENSATION / SAFETY NATIONAL CASUALTY**

**2017/2018-22**

**ACTION**

The Account Manager presented the 2<sup>nd</sup> year quote for the excess workers' comp coverage to the Board of Directors which reflects the higher estimated payroll for the 18/19 year. The rate remains unchanged.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Cederquist, seconded by member Teixeira and unanimously carried to accept the 2<sup>nd</sup> year quote as presented.

**DISCUSSION OF A REBATE**

**2017/2018-23**

**ACTION**

The Board decided to pay 50% of the \$1,056,521 available rebate as calculated by the actuary for the 17/18 year.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Cederquist, seconded by Member Teixeira and unanimously carried to pay 50% of the available rebate in the 17/18 year.

**PRELIMINARY BUDGET FOR THE 2018/2019 YEAR**

**2017/2018-24**

**ACTION**

The Preliminary Budget at the 70% probability level was presented to the Board for approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Cederquist, seconded by member Teixeira and unanimously carried to accept the 18/19 yr. budget at the 70% probability level and paying a rebate.

NOTE: The approved budget for the 18/19 year is attached which includes the rebate.

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**X. ADMINISTRATION**

**FUTURE MEETING DATES & LOCATIONS**

**2017/2018-25**

**ACTION**

The Board approved the meeting dates and locations for the 2018 / 2019 fiscal year.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by Member Teixeira, seconded by member Loewen and unanimously carried to approve the meeting dates and locations for the 2018/2019 fiscal year.

NOTE: **Dates:** 10/10/18, 1/09/19, 4/10/19 and 6/12/19 - **Time:** 1:00 pm. **Location:** Spike N' Rail in Selma

**BIENNIAL NOTICE/CONFLICT OF INTEREST CODE REVIEW**

**2017/2018-26  
ACTION**

The Authority reviewed the JPA Conflict of Interest Code, finding no changes were necessary.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by Member Bray, seconded by Member Teixeira and unanimously carried to approve the Conflict of Interest Code for FCSIG without changes.

**ELECTION OF OFFICERS**

**2017/18-27  
ACTION**

The Board of Directors re-elected the current slate of officers for the 2018 / 2019 year.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by Member Teixeira, seconded by Member Loewen and unanimously carried to re-elect the current slate of officers for the 2018/2019 year.

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**XI. RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2017/2018-28  
INFO**

The Risk Manager, Amy Dolson presented the updates on Loss Control services. Highlights were:

- Workers' Comp training with Tristar on Tuesday, 7/10/18 at Fowler Unified Instructional Support Services Center – Flyers have been emailed to members.
- Summer Safety Spotlight highlighting the suggested maintenance to perform during the summer months and keeping safe while performing those duties were emailed to members.
- Ergonomic Evaluations are available to all members.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

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**XII. INFORMATION**

**MEMBER COMMENTS**

Member Teixeira thanked Eric Cederquist for his many years of service not only to FCSIG, but also to the OSS, giving a brief outline of his 41 years as an educator and service to both JPAs.

**ADMINISTRATION COMMENTS**

Donna Murry presented a card from the FCSIG & OSS Boards to Eric wishing him well in his retirement.

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**XIII. AGENDA ITEMS NEXT MEETING**

Members and others may suggest items for consideration at the Board of Directors' meeting scheduled for **1:00 p.m. on Wednesday, October 10, 2018, Spike N Rail**, 2910 Pea Soup Anderson Blvd, Selma. Currently scheduled items include:

- Approval of the Financial Audit for Years Ending June 30, 2018 and 2017
- Approval of the SETECH Report
- Approval of the Public Self Insurers' Annual Report
- Treasurer's Report

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**XIV. ADJOURNMENT**

Motion to adjourn was made by Member Teixeira and seconded by Member Robles and unanimously carried.

Meeting adjourned at 2:56 p.m.

**Americans with Disabilities Act:**

Fresno County Self-Insurance Group, Workers' Compensation 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 Fresno County Self-Insurance Group, Workers' Compensation JPA, shall be made to: Donna Murry, Account Manager, Keenan & Associates, 2133 High Street, Ste E, Selma, CA 93662, 800-654-8347 extension 2037. Documents and materials relating to an open session agenda item that are provided to F.C.S.I.G. Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 2133 High Street, Ste E; Selma, CA