

MINUTES



BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 10, 2019

1:00 P.M.

SPIKE N RAIL

2910 PEA SOUP ANDERSON BLVD
SELMA, CA 93662

I. CALL TO ORDER

President Magnussen called the meeting to order at 1:23 PM.

II. ROLL CALL

OFFICERS & BOARD OF DIRECTORS PRESENT:

KERMAN UNIFIED SCHOOL DISTRICT
FIREBAUGH-LAS DELTAS JOINT UNIFIED SCHOOL DISTRICT
SOUTHWEST TRANSPORTATION AGENCY
FOWLER UNIFIED SCHOOL DISTRICT
KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

Kraig Magnussen, President
Russell Freitas, Vice President
Sandra Hoevertsz, Secretary (Alternate)
Gary Geringer
Carol Bray, Accountant
Laurie Gabriel

MEMBERS:

MENDOTA UNIFIED SCHOOL DISTRICT
VALLEY REGIONAL OCCUPATIONAL PROGRAM
WESTSIDE ELEMENTARY SCHOOL DISTRICT

Jose Alcaide
Fabrizio Lofaro
Baldo Hernandez

ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES
KEENAN & ASSOCIATES
KEENAN & ASSOCIATES
POMS & ASSOCIATES
TRISTAR RISK MANAGEMENT
TRISTAR RISK MANAGEMENT
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Tom Russo, JPA Administrator
Tyler Houston, Account Executive
Donna Murry, Account Manager
Amy Dolson, Risk Manager
Sharon Castillo, Third Party Administrator
Tom Veal, President
Brandon Wheeler, Director Client Services

III. APPROVAL OF AGENDA

**2018/2019-31
ACTION**

The Account Executive Tyler Houston mentioned the Claims Trend Overview would not be presented for this meeting due to issues with the data.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Freitas with a second by member Hoevertsz and unanimously passed to approve the agenda as presented without the Claims Trend Overview. Absent: Larry Teixeira, Paul Green, Dr. Wesley Sever, Scott Griffin, and Mike Iribarren.

IV. PUBLIC COMMENTS

None

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

V. CONSENT AGENDA

**2018/2019-32
ACTION**

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

- Approval of Minutes of the January 9, 2019 Board of Directors Meeting as Emailed
- Approval of Expenditures for Quarter Ending March 31, 2019
- Tristar Monthly Claims Expenses for Quarter Ending 3/31/19

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Freitas and seconded by member Hoevertsz and unanimously carried to approve the Consent Agenda. Absent: Larry Teixeira, Paul Green, Dr. Wesley Sever, Scott Griffin, and Mike Iribarren.

VI. CORRESPONDENCE

**2018/2019-33
INFO**

No items to present,

VII. CLAIMS

THIRD PARTY ADMINISTRATOR UPDATE

**2018/2019-34
INFO**

Sharon Castillo, Claims Administrator for Fresno County Self-Insurance Group (FCSIG) presented the claims update report on the following:

- Claims Matrix – Physicians fees, physical therapy & chiropractor have continued to increase with most other medical expenses decreasing for an overall medical decrease of 5%. Indemnity has decreased with litigation & rehab costs increasing. An overall increase of 1% from same period last year.
- Stewardship Report as of 3/31/19 – Five year comparison of current open claims and outstanding reserves, new losses and closures by fiscal year, and summary of costs of all open claims by member and broken down by occupation.

The Claims Administrator mentioned any member interested in having a claim review completed to let Tristar know.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

CLAIMS TREND OVERVIEW

**2018/2019-35
INFO**

Removed from Agenda

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VIII. UNDERWRITING

LEGISLATIVE UPDATE

**2018/2019-36
INFO**

Tyler Houston reported on the legislative updates and current events affecting the workers' compensation program. Keenan had put out a briefing in March regarding the Department of Self Insurance and the proposed new regulations on which they are working. The Office of Self-Insured Plans (OSIP) will be proposing to modify and add additional reporting requirements that must be fulfilled each year for the annual self-insured report. These regulations are not final, but once they are, Keenan will provide updates on how this will affect the members.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

LATE PAYMENT PENALTY CONSIDERATION

**2018/2019-37
ACTION**

The Board reviewed the late payment penalty in the FCSIG Bylaws and heard from two of the three districts who were late in making their installment payments. To help the members in paying their future payments in a timely manner, it was decided not to send the invoices through the mail, but instead to email to a primary and secondary contact as provided by each member. Direction was also given to the Administrator to work on revising the Late Payment Penalties (ARTICLE VI – Finance – Section D) of the FCSIG Bylaws. The Administrator will work in tandem with the board president and accountant to develop alternative Late Payment Penalty language that will be presented at the next Board of Directors meeting.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Magnussen and seconded by member Hoevertsz to waive *one time only* the late payment penalty for Mendota Unified, Orange Center Elementary, and Westside Elementary and unanimously carried. Absent: Larry Teixeira, Paul Green, Dr. Wesley Sever, Scott Griffin, and Mike Iribarren.

IX. FINANCIAL

TREASURER’S REPORT

**2018/2019-38
ACTION-Page 49-50**

The Board of Directors reviewed the Treasurer’s Report for Quarter ending March 31, 2019 for approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Freitas, seconded by member Hoevertsz and unanimously carried to approve the Treasurer’s Report for Quarter ending March 31, 2019. Absent: Larry Teixeira, Paul Green, Dr. Wesley Sever, Scott Griffin, and Mike Iribarren.

X. ADMINISTRATION

FUTURE MEETING DATES & LOCATIONS

**2017/2018-39
ACTION**

The Board considered meeting dates and locations for the 2019/20 fiscal year.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Freitas, seconded by member Bray and unanimously carried to recommend approval of the Meeting Dates & Locations to the Board for the 2019/20 fiscal year. Absent: Larry Teixeira, Paul Green, Dr. Wesley Sever, Scott Griffin, and Mike Iribarren.

CLAIMS AUDIT

**2017/2018-40
INFO**

The Account Manager, Donna Murry mentioned a Request for Proposal (RFP) will be sent out to engage a firm for performing a claims’ audit for the Authority. The recommendation of the firm will be presented at the June 12, 2019 meeting. Conducting a biennial claims audit is an accreditation requirement.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

**2018/2019-41
INFO**

Amy Dolson, the FCSIG Risk Manager presented the updates on loss control services and risk management information as follows:

- Training Completed this Quarter
 - Office Ergonomics Training – Valley ROP – March 13, 2019
 - Food Safety Manager Training – April 15, 2019
- Ergonomic Evaluations Completed this Quarter
 - Valley ROP – 8
 - Firebaugh-Las Deltas – 2

RISK MANAGEMENT UPDATES - CONT.

- Strategic Planning Survey
 - Determine Risk Management/Risk Control initiatives (training, safety programs, etc.) to be included in the 2019/2020 FCSIG strategic plan. Assistance by the members in determining how to most effectively utilize the assets of the JPA to reduce claims will be sought.
 - The following elements will be included in the evaluation of the strategic plan:
 - Loss runs
 - Member district survey results
 - Compliance with legal and other governmental regulations
 - Anticipation/projection of potential losses
- Rachel Shaw Workshop ADA/FEHA Compliance: Managing the Disability Interactive Process – March 29, 2019
 - 39 FCSIG members registered; 30 FCSIG members attended
- PUBLIC COMMENTS: None
- COMMITTEE CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

None

ADMINISTRATION COMMENTS

None

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, June 12, 2019, Spike N Rail, 2910 Pea Soup Anderson Blvd, Selma.** Currently scheduled items include:

- Approval of the Actuarial Report
- Approval of the FCSIG Rate and Confidence Level
- Approval of the Budget for the 2019-2020 Year
- Third Party Claims Administrator Update
- Claims Trend Overview.
- Treasurer's Report
- Approval of the Claims Auditor

XIV. ADJOURNMENT

Moved to adjourn was made by member Freitas with a second by member Bray. Meeting adjourned at 2:45 PM

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, P.O. Box 1404, Selma, CA 93662. 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 3036 Thompson Ave; Selma, CA 93662