

## AGENDA



### ANNUAL BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 22, 2019

10:00 AM.

**Southwest Education Support Center**

16644 S. Elm

Caruthers, CA 93609

#### **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 SCHOOL DISTRICT (ELEMENTARY)  
KINGSBURG JOINT UNION SCHOOL DISTRICT (ELEMENTARY)  
FIREBAUGH-LAS DELTAS JOINT 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  
Lori Gonzalez, Permanent Member  
Diane Augusto, Member at Large  
Kraig Magnussen, Permanent Member  
Don Shoemaker, Member at Large  
Don Laursen, Permanent Member  
Sandra Hoevertsz, Member at Large

##### **MEMBERS:**

ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT  
ARMONA UNION ELEMENTARY SCHOOL DISTRICT  
CENTRAL VALLEY PRESCHOOL  
CLAY JOINT ELEMENTARY SCHOOL DISTRICT  
DINUBA UNIFIED SCHOOL DISTRICT  
DINUBA UNIFIED SCHOOL DISTRICT  
FRESNO AREA SELF-INSURANCE BENEFITS ORGANIZATION (DBA: EdCare Group)  
FRESNO COUNTY SELF-INSURANCE GROUP  
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS  
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS  
KERMAN UNIFIED SCHOOL DISTRICT  
KIT CARSON UNION ELEMENTARY SCHOOL DISTRICT  
LAKESIDE UNION ELEMENTARY SCHOOL DISTRICT  
LATON JOINT UNIFIED SCHOOL DISTRICT  
LOS BANOS UNIFIED SCHOOL DISTRICT  
LOS BANOS UNIFIED SCHOOL DISTRICT  
MENDOTA UNIFIED SCHOOL DISTRICT  
MONROE ELEMENTARY SCHOOL DISTRICT  
ORANGE CENTER ELEMENTARY SCHOOL DISTRICT  
PARLIER UNIFIED SCHOOL DISTRICT  
RAISIN CITY ELEMENTARY SCHOOL DISTRICT  
RIVERDALE UNIFIED SCHOOL DISTRICT  
SELMA UNIFIED SCHOOL DISTRICT

Mike Iribarren  
Dr. Xavier Pina  
Jeff Percell  
Brenda Sylvia  
Peggy Garispe  
Dr. Joe Hernandez  
Lori Gonzalez  
Kraig Magnussen  
Jeff Becker  
Laurie Gabriel  
Peggy Rodgers/Mark Ruiz  
Robin Jones  
Cynthia Marshall  
Tammy Alves/Lupe Nieves  
Dr. Mark Marshall  
Amer Iqbal  
Dr. Paul Lopez  
Shelley Manser  
Terry Hirschfield  
Andrea Affrunti  
Juan Sandoval  
Jeff Percell  
Paul Green/Dr. Tanya Fisher

**ROLL CALL CONT.**

**MEMBERS CONT.**

SOUTH COUNTY SUPPORT SERVICES AGENCY  
VALLEY REGIONAL OCCUPATIONAL PROGRAM  
WASHINGTON COLONY ELEMENTARY SCHOOL DISTRICT  
WASHINGTON UNIFIED SCHOOL DISTRICT  
WEST PARK ELEMENTARY SCHOOL DISTRICT  
WESTSIDE ELEMENTARY SCHOOL DISTRICT

Sandra Hoevertsz  
Fabrizio Lofaro/Dora Alvarado  
Jesus Cruz  
Chris Vaz  
Ralph Vigil  
Baldo Hernandez/Guadalupe Torres

**ADMINISTRATORS & CONSULTANTS:**

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

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

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**III. APPROVAL OF AGENDA**

**2018 / 2019-59**

**ACTION-Page 1-6**

The Board of Directors retains the right to change the order in which agenda items are discussed. Subject to review by the Board, 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  
BOARD CONSIDERATION

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**IV. PUBLIC COMMENTS**

The public may address the Board 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  
BOARD CONSIDERATION

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**V. CONSENT AGENDA**

**2018 / 2019-60**

**ACTION-Page 7-16**

The Board of Directors to consider the following items within the Consent Agenda:

- Approval of the Minutes of the May 15, 2018 Board of Directors' meeting as emailed.
- Approval of Expenditures for Period Ending April 30, 2019.
- Knak Claim Expenditures for period ending April 2019.

PUBLIC COMMENTS  
BOARD CONSIDERATION

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**VI. CORRESPONDENCE**

**2018 / 2019-61**

**INFO-Page 17-22**

Correspondence will be presented and reviewed by the Board. No action may be taken in response; only referred for action on a subsequent agenda  
PUBLIC COMMENTS  
BOARD CONSIDERATION

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**VII. CLAIMS**

**THIRD PARTY ADMINISTRATOR CLAIMS UPDATE**

**2018 / 2019-62**

**INFO-Page 23-24**

Erik Knak, Claims Administrator for the O.S.S. will present his report for review.  
PUBLIC COMMENTS  
BOARD CONSIDERATION

## VII. UNDERWRITING

### NORTHERN CALIFORNIA ReLiEF (NCR) UPDATE

**2018 / 2019-63**  
**INFO-Page 25-51**

The Account Executive, Tyler Houston will provide information and recent updates on the NCR Program.

PUBLIC COMMENTS

BOARD CONSIDERATION

### PTO AND BOOSTER CLUB COVERAGE

**2018 / 2019-64**  
**INFO-Page 52-53**

The Account Manager will present a market for affordable coverage for Parent Teacher Organizations and Booster Clubs through R.V. Nuccio for review.

PUBLIC COMMENTS

BOARD CONSIDERATION

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## VIII. FINANCIAL

### TREASURER'S REPORT

**2018 / 2019-65**  
**ACTION-Page 54-55**

The Board of Directors will review the Treasurer's Report for Period ending April 30, 2019 for review and consideration as presented by the O.S.S. Accountant.

PUBLIC COMMENTS

BOARD CONSIDERATION

### CONSIDERATION OF PAYING A REBATE

**2018 / 2019-66**  
**ACTION-Page 56-65**

The Board of Directors will consider paying a rebate for the current 2018/2019 year.

PUBLIC COMMENTS

BOARD CONSIDERATION

### APPROVAL OF THE MILLIMAN, INC ACTUARIAL REPORT

**2018 / 2019-67**  
**ACTION-Page 66-92**

The Account Executive will present the Summary of Actuarial Analysis as of December 31, 2018 as prepared by Milliman, Inc. for review and consideration by the Board of Directors .

### LOSS FUND CONTRIBUTION

**2018 / 2019-68**  
**ACTION-Page 93-96**

The Account Executive will present the Loss Fund contribution spreadsheet to the Board of Directors for their consideration.

PUBLIC COMMENTS

BOARD CONSIDERATION

### 2019/2020 NCR PRELIMINARY POOL CONTRIBUTION SPREADSHEET

**2018 / 2019-69**  
**ACTION-Page 97-98**

The Account Executive will present the NCR Preliminary Pool Contribution to the Board of Directors for their consideration.

PUBLIC COMMENTS

BOARD CONSIDERATION

**2019/2020 PRELIMINARY BUDGET**

**2018 / 2019-70**  
**ACTION-Page 99-100**

The Preliminary Budget for the OSS will be presented to the Board for approval.  
PUBLIC COMMENTS  
BOARD CONSIDERATION

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**IX. ADMINISTRATION**

**AD HOC COMMITTEE UPDATE – DEVELOPMENT OF OSS SAMPLE  
STUDENT/STAFF/ADULT INTERACTION POLICIES AND STANDARDS**

**2018 / 2019-71**

**ACTION-Page 101-108**

The OSS Risk Manager, Amy Dolson will present the results from the Ad Hoc Committee's work on establishing Student/Staff/Adult Interaction Policies and Standards for consideration by the Board of Directors.

PUBLIC COMMENTS  
BOARD CONSIDERATION

**OSS BYLAWS – AMENDMENT TO THE LATE PAYMENT PENALTY**

**2018 / 2019-72**

**ACTION-Page 109-114**

The Account Executive will present an amendment to the Late Payment Penalty section of the OSS Bylaws for consideration by the Board of Directors and as recommended by the Executive Committee.

PUBLIC COMMENTS  
BOARD CONSIDERATION

**EMAILING INVOICE TO MEMBERS**

**2018 / 2019-73**

**ACTION-Page 115**

Discussion on emailing invoices to members instead of sending through the mail.

PUBLIC COMMENTS  
BOARD CONSIDERATION

**FUTURE MEETING DATES & LOCATIONS**

**2018 / 2019-74**

**ACTION-Page 116-117**

The Board of Directors will consider meeting dates and locations for the 19/20 fiscal year.

PUBLIC COMMENTS  
BOARD CONSIDERATION

**STATUS OF RENEWAL CERTIFICATES**

**2018 / 2019-75**

**INFO-Page 118**

The Account Manager will remind the members renewal certificate lists need to be submitted by May 24, 2019.

PUBLIC COMMENTS  
BOARD CONSIDERATION

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**X. RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2018 / 2019-76**

**INFO-Page 119-126**

The Risk Manager will present the updates on Loss Control.

PUBLIC COMMENTS  
BOARD CONSIDERATION

## **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 Board of Directors 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.

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

Members and others may suggest items for consideration at the next Board of Directors' meeting on **Wednesday, May 20 or 27, 2020**, Southwest Education Support Center, 16644 S. Elm, Caruthers. Currently scheduled items include:

- Treasurer's Report
  - Claims Update
  - Preliminary Pool Contribution Spreadsheet
  - Preliminary Budget
  - Future Meeting Dates
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## **XIII. ADJOURNMENT**

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

The Organization of Self-Insured Schools, a 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, P.O. Box 1404, Selma, CA 93662. Documents and materials relating to an open session agenda item that are provided to the O.S.S. Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 3036 Thompson Ave; Selma, CA 93662.