

MINUTES



EXECUTIVE COMMITTEE MEETING

WEDNESDAY, MAY 22, 2019

9:00 AM.

Southwest Education Support Center

16644 S. Elm

Caruthers, CA 93609

I. CALL TO ORDER

President Teixeira called the meeting to order at 9:01 AM

II. ROLL CALL

OFFICERS & EXECUTIVE COMMITTEE:

SELMA UNIFIED SCHOOL DISTRICT

PACIFIC 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

KERMAN UNIFIED SCHOOL DISTRICT

KINGS RIVER-HARDWICK UNION ELEMENTARY SCHOOL DIST

SOUTHWEST TRANSPORTATION AGENCY

Larry Teixeira, President

Annette Machado, Vice President

Dr. Wesley Sever, Treasurer

Carol Bray, Accountant

Russell Freitas, Member at Large

Gary Geringer, Permanent Member

Kraig Magnussen, Permanent Member

Josh Vogelgesang, Member at Large

Sandra Hoevertsz, Member at Large

ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES

KEENAN & ASSOCIATES

POMS & ASSOCIATES

Tyler Houston, Account Executive

Donna Murry, Account Manager

Amy Dolson, Risk Manager

III. APPROVAL OF AGENDA

2018 / 2019-53

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 by member Freitas and seconded by member Sever to approve the agenda as presented and unanimously carried. Absent: Diane Augusto, Don Laursen, Kraig Magnussen, and Don Shoemaker.

IV. PUBLIC COMMENTS

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

V. CONSENT AGENDA

2018 / 2019-54

ACTION

The Executive Committee considered the following items within the Consent Agenda:

- Approval of the Minutes of the April 12, 2019 Executive Committee meeting as emailed.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by Freitas and seconded by member Machado and unanimously carried to approve the Consent Agenda as presented. Absent: Diane Augusto, Don Laursen, Kraig Magnussen and Don Shoemaker.

VI. CORRESPONDENCE

No items to present.

VII. CLAIMS

No claims to present.

VIII. UNDERWRITING

No items to present

Member Magnussen arrived.

IX. FINANCIAL

2019 / 2020 PRELIMINARY POOL CONTRIBUTION SPREADSHEET

2018 / 2019-55

ACTION

The Account Executive, Tyler Houston presented the Preliminary Pool Contribution at a \$50,000 retention and a comparison with the year prior to the Executive Committee for their review and recommendation to the Board of Directors. The comparison spreadsheet included insurance costs, brokers' fees and the loss fund which was funded at an 80% probability level and a 1.5% discount. The OSS saw a decrease in both their liability and property ex-mod factors for the upcoming year.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Machado with a second by member Hoevertsz and unanimously carried to recommend approval of the 2019/2020 Preliminary Pool Contribution Spreadsheet to the Board of Directors. Absent: Diane Augusto, Don Laursen, and Don Shoemaker.

X. ADMINISTRATION

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

2018 / 2019-56

ACTION

The OSS Risk Manager, Amy Dolson presented to the Executive Committee the results from the Ad Hoc Committee's work on Student Staff Interaction Policies and Standards for review and recommendation to the Board of Directors. The Risk Manager encouraged everyone to adopt these policies and standards as it also provides a method of discipline that districts can use with their staff.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas with a second by member Sever and unanimously carried to adopt and recommend to the Board of Directors the Student/Staff/Adult Interaction Policies and Standards as presented. Absent: Diane Augusto, Don Laursen, and Don Shoemaker.

OSS BYLAWS – AMENDMENT TO THE LATE PAYMENT PENALTIES SECTION

**2018 / 2019-57
ACTION**

The Account Executive presented various amendments of the Late Payment Penalties section of the OSS Bylaws to the Executive Committee for their consideration and recommendation to the Board of Directors. Version #2 was chosen for recommendation to the Board for their approval. Version #2 uses a late payment penalty of 1% with a minimum penalty of \$300 and takes the responsibility for granting an extension of time away from the chairman and given to the Executive Committee.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Sever with a second by member Magnussen and unanimously carried to recommend Version #2 to the Board of Directors for their approval. Absent: Diane Augusto, Don Laursen, and Don Shoemaker.

EMAILING INVOICES TO MEMBERS

**2018 / 2019-58
ACTION**

The discussion of emailing invoices to members instead of sending through the mail was presented as a more expeditious way of sending invoices to the member districts. It was decided the Account Manager will email invoices directly to each member after the members provide their 1st and 2nd email contacts for sending invoices.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Freitas and seconded by member Vogelgesang and unanimously carried to change to emailing the invoices to the members. Absent: Diane Augusto, Don Laursen, and Don Shoemaker.

XI. INFORMATION

MEMBER COMMENTS

No items to report.

ADMINISTRATION COMMENTS

No items to report.

XIII. AGENDA ITEMS FOR NEXT MEETING

The next Executive Committee meeting is scheduled for **Wednesday, July 10, 2019**, Spike N Rail, 2910 Pea Soup Anderson Blvd, Selma. Currently scheduled items include:

- OSS Loss History Report
- Treasurer's Report for Quarter Ending June 30, 2019 - Unaudited
- Election of Officers

XIV. ADJOURNMENT

With no further business, the meeting adjourned at 9:37 AM.

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.