

# AGENDA



## EXECUTIVE COMMITTEE MEETING

WEDNESDAY, APRIL 08, 2020

11:00 AM.

### CONFERENCE CALL

**1 800-953-6486**

**Passcode 8677 747#**

#### Conference Call Instructions:

- 1) Enter call-in number **1 (800) 953-6486** 2) Enter Passcode **8677 747#** 3) To enable audio enter # and state first and last name.

This meeting will be conducted by teleconferencing. Location will not be provided as the Brown Act has been partially suspended due to Coronavirus (COVID-19). Members of the public may address the Committee by calling the number listed above.

#### **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  
May Yang, Permanent Member  
Diane Augusto, Member at Large  
Kraig Magnussen, Permanent Member  
Don Shoemaker, Member at Large  
Amer Iqbal, Permanent Member  
Gary Geringer, Member at Large

##### ADMINISTRATORS & CONSULTANTS:

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

Tyler Houston, Account Executive  
Donna Murry, Account Manager  
Erik Knak, Third Party Administrator  
Amy Dolson, Risk Manager  
Maria Brunel, Director of Risk Control

#### **III. APPROVAL OF AGENDA**

**2019/2020-37**

**ACTION-Page 1-5**

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

COMMITTEE CONSIDERATION

#### IV. PUBLIC COMMENTS

The public may address the Executive Committee on any matter pertaining to the JPA that is not on the agenda. Speakers are requested to limit comments to three (3) minutes; individual speakers may not give their time away to another spokesperson.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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#### V. CONSENT AGENDA

2019/2020-38

**ACTION-Page 6-15**

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

- Approval of Minutes of the January 15, 2020 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending March 31, 2020 which includes Knak & Co. Claim Expenses.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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#### VI. CORRESPONDENCE

2019/2020-39

**INFO-Page 16**

Correspondence will be presented and reviewed by the Authority (OSS). No action may be taken in response; only referred for action on a subsequent agenda.

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#### VII. CLAIMS

##### THIRD PARTY ADMINISTRATOR UPDATE

2019/2020-40

Erik Knak, Claims Administrator for the OSS will present his report for review.

**INFO-Page 17-18**

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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#### VIII. UNDERWRITING

##### APPROVAL OF THE MILLIMAN, INC ACTUARIAL REPORT

2019/2020-41

**ACTION-Page 19-103**

Tyler Houston, the Account Executive will present the *Summary of Actuarial Analysis as of December 31, 2019* as prepared by Milliman, Inc. for review and recommendation to the Board of Directors.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

##### LOSS FUND RATES

2019/2020-42

**ACTION-Page 104-107**

The Account Executive will present the Loss Fund Rates to the Executive Committee for consideration and recommendation to the Board of Directors.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

##### NCR EXPERIENCE RATING FOR THE OSS (Authority)

2019/2020-43

**INFO-Page 108**

The Account Executive will break out the factors which go into the NCR renewal rates for the Authority.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

##### NCR UPDATE

2019/2020-44

**INFO-Page 109-117**

The Account Executive will provide the following information and recent updates on the NCR Program.

- NCR Executive Committee Meeting Summaries
- NCR Spring Newsletter

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**BYLAW AMENDMENT AND CONSISTENCY IN REMITTANCE OF PAYMENTS** **2019/2020-45**  
**ACTION-Page 118-148**

Donna Murry, the Account Manager will present an amendment to the current Bylaws to have the remittance of payments be consistent for all members of the Authority.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**IX. FINANCIAL**

**TREASURER’S REPORT** **2019/2020-46**  
**ACTION-Page 149-150**

The Executive Committee will review the Treasurer’s Report for Quarter ending March 31, 2020 for review and consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CONSIDERATION OF PAYING A REBATE** **2019/2020-47**  
**ACTION-Page 151-159**

The Account Executive will present the actuarial analysis of the rebate calculations to the Executive Committee for consideration and recommendation to the Board of Directors.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**X. ADMINISTRATION**

**APPROVAL OF THE CAJPA REACCREDITATION REPORT** **2019/2020-48**  
**ACTION-Page 160-193**

The Account Manager will present the CAJPA Accreditation Report for the Committee’s recommendation to the Board.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CLAIMS ADMINISTRATOR CONTRACT** **2019/2020-49**  
**ACTION-Page 194-200**

The Executive Committee will review the three-year contract for Claims Administrator Services with Knak & Co.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**RISK MANAGEMENT CONTRACT** **2019/2020-50**  
**ACTION-Page 201-213**

The Executive Committee will review the three-year contract as presented by Poms & Associates for Risk Management services for consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CONTRACT FOR SAFETY/LABS & WORKSHOPS/PLAYGROUND INSPECTIONS** **2019/2020-51**  
**ACTION-Page 214-227**

The Executive Committee will review the three-year contract as presented by Poms & Associates for safety inspections, inspections of labs & workshops, and playground inspections for consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**FUTURE MEETING DATES & LOCATIONS** **2019/2020-52**  
**ACTION-Page 228-230**

The Executive Committee will consider meeting dates and locations for the 20/21 fiscal year for recommendation to the Board of Directors.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**SERVICE AGREEMENT WITH SETECH**

**2019/2020-53**  
**ACTION-Page 231-243**

The Executive Committee will review the three-year service agreement with Service Enhancement Technologies (SETECH) for consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CLAIMS AUDIT**

**2019/2020-54**  
**INFO-Page 244**

Notification to the Executive Committee of going out to bid for Claims Audit services.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**XI. RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2019/2020-55**  
**INFO-Page 245**

The Risk Manager will present the updates on Loss Control services.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**XII. 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 Executive Committee 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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**XIII. AGENDA ITEMS FOR NEXT MEETING**

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

- Treasurer's Report
- OSS Loss History Report
- 2020/2021 Loss Fund Contribution
- NCR Contribution
- CAJPA Accreditation Report
- 2020/2021 Preliminary Budget
- Future Meeting Dates and Locations

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**XIV. ADJOURNMENT**

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**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 OSS 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.