

MINUTES



EXECUTIVE COMMITTEE MEETING

WEDNESDAY, JANUARY 15, 2020

11:00 AM

LEGENDS TAP HOUSE & GRILL

(FORMERLY KNOWN AS SPIKE N RAIL)

2910 PEA SOUP ANDERSON BLVD

SELMA, CA 93662

I. CALL TO ORDER

President Teixeira called the meeting to order at 11:00 AM. Introductions were made.

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
Roy Mendiola, Member at Large
May Yang, Permanent Member
Diane Augusto, Member at Large
Kraig Magnussen, Permanent Member
Rufino Ucelo, Jr, Member at Large
Amer Iqbal, Permanent Member
Gary Geringer, Member at Large

MEMBERS:

CLAY JOINT ELEMENTARY SCHOOL DISTRICT
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS
PARLIER UNIFIED SCHOOL DISTRICT

Judith Szpor
Jeff Becker
Andrea Affrunti

ADMINISTRATORS & CONSULTANTS:

CD SIMONIAN INSURANCE AGENCY
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS
KEENAN & ASSOCIATES/IMREADY
KEENAN & ASSOCIATES
KEENAN & ASSOCIATES
KNAK & COMPANY
KNOWLEDGE SAVES LIVES
POMS & ASSOCIATES
POMS & ASSOCIATES

Jonathan Simonian, Broker
Eric Cederquist, Cradle to Career
Brian Erdelyi, Director of Safety Technology
Tyler Houston, Account Executive
Donna Murry, Account Manager
Erik Knak, Third Party Administrator
Paul Llanez, CEO
Amy Dolson, Risk Manager
James Vautier, Sr. Mgr of Safety & Security

III. APPROVAL OF AGENDA

2019/2020-25

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 Machado with a second by member Magnussen and unanimously carried to approve the Agenda as presented.

IV. PUBLIC COMMENTS

None

V. CONSENT AGENDA

2019/2020-26

ACTION

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

- Approval of Minutes of the October 09, 2019 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending December 31, 2019

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Geringer and unanimously carried to approve the Consent Agenda as presented.

VI. CORRESPONDENCE

2019/2020-27

INFO

The Account Manager congratulated Kingsburg Jt Union Elementary SD upon the notification their NCR Matching Grant Request being approved. They will receive money to help fund their security project.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

VII. CLAIMS

THIRD PARTY ADMINISTRATOR UPDATE

2019/2020-28

INFO

Erik Knak, Claims Administrator for the OSS presented his Loss History Review – (Incurred) – 01-03-2020 to the Executive Committee and Members. The years 2010/11, 2011/12, 2012/13, 2013/14, and 2015/16 have no open claims with 2014/15 having 1 open claim which involved bullying. Year 2016/17 is down 1 claim from the prior report with 2 open, 2017/18 and 2018/19 are developing into banner years with a total of 12 open claims. So far year 2019/20 is shaping into a good year. The second quarter ended with 26 open claims and reserves of \$350,000 down from \$488,000 in reserves from one year ago.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

VIII. UNDERWRITING

NCR UPDATE

2019/2020-29

INFO

Tyler Houston, the Account Executive presented information and recent updates on the NCR Program which included a recap of:

- AB 218 Summary: A document was provided to the membership which outlines the law prior to the passing of AB218, changes now with AB218, and what to do to prepare for potential look back claims. So far, no formal claims or lawsuits have been filed or served, though NCR is aware of two that could be potential claims. It appears the focus has been on religious and youth serving activities.
- NCR Executive Committee Meeting Summaries: The Underwriting, Risk Management, Finance and Board of Directors meetings were presented with the highlights of each meeting listed. Tyler mentioned Amer Iqbal and Larry Teixeira attended the annual Board of Directors meeting in October 2019. Member Teixeira mentioned he has gained a wealth of information from attending these meetings and that NCR is always looking for members to sit on these committees.

NCR UPDATE – Cont.

- Passage of Laws from the 2019 Legislative Session: Mr. Houston mentioned this briefing summarizes all enacted legislation that will have an impact on public agencies and will serve as an excellent tool for districts as it allows for quick reference of these new laws.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

2020/2021 RENEWAL QUESTIONNAIRE UPDATE

**2019/2020-30
INFO**

Donna Murry, the Account Manager reported the 2020/21 Questionnaires have been released and sent to all brokers and to be on the lookout for such. The completed questionnaires are due back by February 7, 2020.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

IX. FINANCIAL

TREASURER’S REPORT

**2019/2020-31
ACTION**

The Executive Committee reviewed the Treasurer’s Report for Quarter ending December 31, 2019 as presented by the OSS accountant Carol Bray for review and consideration. It was mentioned there will be an adjustment to the next report involving line item #1 – total premiums/revenue and line item #5 – misc income/add’l premium. This adjustment will not affect the total revenue or expenditures of the Treasurer’s Report. Total operating revenues were at 99% with revenues of \$5,592,907.86 and operating expenses at 90% with expenditures of \$4,681,311.27.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Machado and unanimously carried to approve the Treasurer’s Report as presented with the adjustment noted.

X. ADMINISTRATION

APPROVAL OF THE CAJPA ACCREDITATION REPORT

**2019/2020-32
INFO**

The Account Manager reported the CAJPA Accreditation Committee met in Sacramento the day prior with both the Account Executive and Account Manager in attendance via conference call. The CAJPA Accreditation Committee approved accreditation with excellence for the Organization of Self-Insured School.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

PROPOSAL FOR ACTUARIAL SERVICES FOR 2020

**2019/2020-33
ACTION**

The Account Executive presented to the Executive Committee the proposal for actuarial services from Milliman, Inc for continued services for the 2020 year. Milliman’s fee for the full analysis has remained unchanged from the prior year, however it is important to note that their hourly billing rates have increased. Historically this is not a service this JPA has needed to utilize.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Geringer and seconded by member Iqbal and unanimously carried to accept the proposal for actuarial service for 2020 by Milliman, Inc.

INVESTMENT POLICY REVIEW

**2019/2020-34
ACTION**

The OSS is required to annually review its investment policy. Since they have adopted the Investment Policy of the County of Fresno as their own, the changes to aforementioned policy were presented for the Executive Committee’s review.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Singh and unanimously carried to accept the November 5, 2019 version of the Investment Policy.

It was noted, the November 5, 2019 revision of the Investment Policy would be posted to the OSS website.

CONFLICT OF INTEREST, FORM 700 UPDATE

**2019/2020-35
INFO**

The Account Manager mentioned Form 700, Conflict of Interest filing has been emailed to members of the Executive Committee, Alternates and Consultants. The forms need to be mailed back to P.O. Box 1404, Selma, 93662 by 4/1/2020 as original signatures are needed.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

**2019/2020-36
INFO**

Amy Dolson, the OSS Risk Manager presented to the Executive Committee the following updates on Loss Control services and risk management information.

- Adoption of Student/Staff/Adult Interaction Policies – It was recommended each district review, making changes if necessary and adopt the the policies which were provided.
- Title IX Basic Training – Two half day workshops are in the planning stages with Megan Farrell. These workshops will be available to all OSS members. The date(s) are to be determined.
- WeTip/Stopit Webinar Demonstration – It was decided to allow the members to opt in on their own, getting the reduced rate obtained by Keenan & Associates instead of the OSS paying for this program for all members. A webinar demonstration will be available, date is still to be determined should any district want to find out more information on this type of anonymous reporting.
- Threat and Physical Security Assessment & Training – Three vendors were contacted to provide an informational presentation to the Executive Committee. Those vendors were:
 - Brian Erdelyi from Keenan & Associates/IMReady team.
 - James Vautier from Poms and Associates
 - Paul Llanez from Knowledge Saves Lives

In addition, each vendor has offered to conduct one complementary threat and physical security assessment at an elementary school site, using three different members. The three OSS members have agreed to come to the next quarterly meeting in April and provide a short report on their experience with the vendor and the security assessment received. Ultimately the OSS would like to start a grant program which would provide moneys to help offset the cost to districts wanting to have this type of security assessment conducted at their sites. More information on the grant and the security assessments will be available at the April meeting.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

None

ADMINISTRATION COMMENTS

None

XIII. AGENDA ITEMS FOR NEXT MEETING

Members and others may suggest items for consideration at the next Executive Committee meeting on **Wednesday, April 08, 2020, Legends (Spike N Rail), 2910 Pea Soup Anderson Blvd, Selma, CA 93662.** Currently scheduled items include:

- OSS Loss History Report
- Treasurer’s Report for Quarter Ending March 31, 2020.
- Approval of Milliman Actuarial Report
- Review of the Loss Fund Rates and Recommendation to the Board of Directors
- NCR Experience Rating for the OSS
- Consideration of Paying a Rebate
- Future Meeting Dates & Locations

XIV. ADJOURNMENT

With no further business, the meeting adjourned at 12:40 PM

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.