

MINUTES



BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 08, 2020

1:00 P.M.

CONFERENCE CALL

1 800-953-6486

Passcode 8677 747#

This meeting was conducted by teleconferencing. Locations were not be provided as the Brown Act had been partially suspended due to Coronavirus (COVID-19). Members of the public were able to address the Board of Directors by calling the number listed above.

I. CALL TO ORDER

President Magnussen called the meeting to order at 1:04 PM.

II. ROLL CALL

OFFICERS & BOARD OF DIRECTORS PRESENT:

KERMAN UNIFIED SCHOOL DISTRICT

KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT

ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT

FOWLER UNIFIED SCHOOL DISTRICT

FOWLER UNIFIED SCHOOL DISTRICT

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT

SELMA UNIFIED SCHOOL DISTRICT

Kraig Magnussen, President

Dr. Wesley Sever, Treasurer

Mike Iribarren, Secretary

May Yang

Dr. Paul Marietti

Laurie Gabriel

Carol Bray, Accountant

Larry Teixeira

MEMBERS:

CLAY JOINT ELEMENTARY SCHOOL DISTRICT

Judith Szpor

ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES

KEENAN & ASSOCIATES

KEENAN & ASSOCIATES

POMS AND ASSOCIATES

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TRISTAR RISK MANAGEMENT

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Tony Zuniga, Claims Analyst

Tyler Houston, Account Executive

Donna Murry, Account Manager

Amy Dolson, Risk Manager

Maria Brunel, Director of Risk Control

Sharon Castillo, Third Party Administrator

Tom Veale, President

III. APPROVAL OF AGENDA

2019/2020-34

ACTION

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

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Yang and unanimously carried to approve the Agenda as presented. Absent Members Russell Freitas, Paul Green, and Gary Geringer.

IV. PUBLIC COMMENTS

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

V. CONSENT AGENDA

**2019/2020-35
ACTION**

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

- Approval of Minutes of the January 15, 2020 Board of Directors Meeting as Emailed
- Approval of Expenditures for Quarter Ending March 31, 2020
- Tristar Monthly Claims Expenses for Quarter Ending March 31, 2020

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Gabriel and unanimously carried to approve the Consent Agenda as presented. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

VI. CORRESPONDENCE

**2019/2020-36
INFO**

No items to present.

VII. CLAIMS

THIRD PARTY ADMINISTRATOR UPDATE

**2019/2020-37
INFO**

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

- Nurse Triage – All districts are doing well regarding calling in their injuries/claims. The most reported injury type continues to be impact/blunt force injuries. As would be expected, the larger members have the larger share of the reported injuries
- Stewardship Report – It was reported, the number of claims should be coming down due to the school closures. Claims for the period ending 2/29/20 are slightly higher than for the same period the year prior with newly reported claims down due to the use of the nurse triage. Closures for the current fiscal year are down due to having fewer reported new claims. Aides and teachers continue to have the highest number and total incurred claims of all the occupations.
- Work Comp Central News – California who is already struggling to train and maintain enough health care professionals to keep up with the state's occupational demands, the spread of the coronavirus could have a significant impact on the state's workers' compensation industry and the availability of health care professionals.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VIII. UNDERWRITING

BYLAW AMENDMENT AND CONSISTENCY IN REMITTANCE OF PAYMENTS

**2019/2020-38
ACTION**

Donna Murry, the Account Manager presented an amendment to the current Bylaws which corrects an inconsistency in the time allotted County Office of Education (COOE) Members to make their annual contribution. The amendment will provide all Members sixty (60) days to get their payments in to the Authority (FCSIG) before being assessed a late payment penalty instead of the forty-five (45) days currently provided COOE Members.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Iribarren with a second by member Sever and unanimously carried to approve the FCSIG Bylaw Amendment. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

IX. FINANCIAL

TREASURER’S REPORT

**2019/2020-39
ACTION**

The FCSIG accountant, Carol Bray presented the Treasurer’s Report for Quarter ending March 31, 2020 for review and consideration. Total operating revenues were at 95% with revenues at \$6,866,550 and operating expenses at 75% with expenditures of \$4,546,247.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Iribarren and unanimously carried to accept the Treasurer’s Report as presented. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

X. ADMINISTRATION

APPROVAL OF THE CAJPA ACCREDITATION REPORT

**2019/2020-40
ACTION**

The Account Manager presented the final CAJPA Accreditation Report as was approved for excellence by the CAJPA accreditation committee for the Board’s approval.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Teixeira with a second by member Yang and unanimously carried to approve the CAJPA Accreditation Report as presented. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

CLAIMS ADMINISTRATOR CONTRACT

**2019/2020-41
ACTION**

The Account Executive presented the three-year contract for Claims Administrator Services with Tristar Risk Management to the Board of Directors. The contract reflects a \$6,400 increase for services when compared to the expiring contract. The contract was also reviewed by the JPA’s attorney and his summarized opinion of the new agreement was very close to the previous one, with the addition of two articles.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Teixeira with a second by member Iribarren and unanimously carried to approve the three-year contract for Claims Administrator Service with Tristar Risk Management. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

RISK MANAGEMENT CONTRACT

**2019/2020-42
ACTION**

The Board of Directors reviewed the three-year Poms and Associates contract for Risk Management services as presented by the Account Executive. The three-year contract is shared between FCSIG and OSS, the property and casualty JPA. The contract had an increase of \$15,000 per year. FCSIG’s share of the increase would be \$7,500.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: The motion was made by member Teixeira with a second by member Bray and unanimously carried to approve the three-year Poms and Associates contract to provide Risk Management services. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

FUTURE MEETING DATES & LOCATIONS

**2019/2020-43
ACTION**

The Account Manager presented the meeting dates and location for the 20/21 fiscal year to the Board of Directors for their review and approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Sever with a second by member Gabriel and unanimously carried to approve the meeting dates and locations for the 20/21 fiscal year. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

SERVICE AGREEMENT WITH SETECH

**2019/2020-44
ACTION**

The Board of Directors reviewed the three-year service agreement with Service Enhancement Technologies (SETECH) for consideration. The terms and fees for the agreement have remained unchanged from the previous contract.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Iribarren with a second by member Teixeira and unanimously carried to approve the SETECH agreement as presented. Absent: Members Russell Freitas, Paul Green, and Gary Geringer.

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

**2019/2020-45
INFO**

The Risk Manager, Amy Dolson presented updates on loss control services as per the following:

As the concerns surrounding the Coronavirus pandemic continue to evolve and with the CDC's recommendation of social distancing and limiting group gatherings, the following workshops have been **postponed** – future dates pending

- Disability Interactive Process (ADA/FEHA Compliance) Workshop with Rachel Shaw – Originally scheduled for 4/22/10
- Interpreting & Applying Ed Code Benefits with Tony Zuniga - to be rescheduled, possibly remotely.

Poms and Associates will be hosting a webinar series on working remotely. An invite will be emailed to the members. This is also the perfect time to have staff take the Keenan SafeSchools (KSS) training courses.

The Risk Manager has offered to be a resource at this time for member districts regarding emergency preparedness, IPP's, PPE, Aerosol Transmissible Diseases, ergonomics related to working from home, etc. She is also available for providing virtual ergonomic evaluations to anyone interested.

Her contact information is:

Amy Dolson – 805-208-0970 email adolson@pomsassoc.com

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

Nothing to report

ADMINISTRATION COMMENTS

Tyler Houston thanked everyone who took time out of their day to attend the meeting held via teleconference.

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 10, 2020, Legends (Spike N Rail), 2910 Pea Soup Anderson Blvd, Selma.** Currently scheduled items include:

- Approval of the Actuarial Report
- Approval of the F.C.S.I.G. Rate and Confidence Level
- Approval of the Preliminary Budget for the 2020-2021 Year
- Third Party Claims Administrator Update
- Claims Trend Overview.
- Treasurer's Report

XIV. ADJOURNMENT

Motion by member Teixeira with a second by member Magnussen to adjourn the meeting. The meeting adjourned at 1:52 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 the 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