

# AGENDA



## EXECUTIVE COMMITTEE MEETING

WEDNESDAY, JULY 15, 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. Locations 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

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

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

**2020/2021-1**

**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. The President reserves the right to limit the time of presentation by individual or topic.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**V. CONSENT AGENDA**

**2020/2021-2**

**ACTION-Page 6-13**

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

- Approval of Minutes of the May 27, 2020 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending June 30, 2020

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**VI. CORRESPONDENCE**

**2020/2021-3**

**INFO-Page 14**

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

COMMITTEE CONSIDERATION

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**VII. CLAIMS**

**2020/2021-4**

**INFO-Page 15-16**

**THIRD PARTY ADMINISTRATOR UPDATE**

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

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**VIII. UNDERWRITING**

**NCR UPDATE**

**2020/2021-5**

**INFO-Page 17-21**

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

- AB 1384 Liability Protections for K-12 Schools
- NCR Executive Committee Meeting Summary

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CYBER LIABILITY POLICY REVIEW & AMENDMENT**

**2020/2021-6**

**ACTION-Page 22-24**

The Account Executive will provide a sample amendment to the Cyber Liability Policy that will assist in clarifying how the new tiered cyber liability deductibles will apply on behalf of the membership.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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**IX. FINANCIAL**

**TREASURER'S REPORT**

**2020/2021-7**

**ACTION-Page 25-26**

The Executive Committee will review the Treasurer's Report for the Quarter and Unaudited Year ending June 30, 2020 for review and consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**2020/2021 FINAL POOL CONTRIBUTION SPREADSHEET**

**2019 / 2020-8**

**ACTION-Page 27-28**

The Account Executive will present the 2020/2021 final Pool Contribution Spreadsheet as invoiced, to the Executive Committee for their approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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## **X. ADMINISTRATION**

### **ELECTION OF OFFICERS**

**2020/2021-9**

**ACTION-Page 29-30**

The Executive Committee shall elect its officers for the 2020/2021 year.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

### **PAYMENT MODIFICATION OF THE SELF ASSESSMENT & REBATE CONSIDERATION** 2020/2021-10

**ACTION-Page 31-32**

The Account Executive will report on a recommended change to the delivery of a rebate to its members for use in paying their first year SELF assessment.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

### **BIENNIAL NOTICE/CONFLICT OF INTEREST CODE REVIEW**

**2020/2021-11**

**ACTION-Page 33-38**

The Authority will review the JPA Conflict of Interest Code and make revisions as necessary for completion of the 2020 Multi-County Agency Biennial Notice per the requirements of the Fair Political Practices Commission.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

### **CLAIMS AUDIT SERVICES**

**2020/2021-12**

**ACTION-Page 39-60**

The Executive Committee will choose a firm for the purposes of conducting a claims audit.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

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## **XI. RISK MANAGEMENT**

### **OSS SAFETY & SECURITY GRANT PROGRAM**

**2020/2021-13**

**ACTION-Page 61-65**

The Risk Manager, Amy Dolson will present the OSS Safety & Security Grant Program for approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

### **RISK MANAGEMENT UPDATES**

**2020/2021-14**

**INFO-Page 66-67**

The Risk Manager will present the updates on Risk 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.

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

Members and others may suggest items for consideration at the next Executive Committee meeting on **Wednesday, October 14, 2020, Legends Tap House & Grill** (formerly Spike N Rail), 2910 Pea Soup Anderson Blvd, Selma, CA. Currently scheduled items include:

- OSS Loss History Report
- Approval of the Financial Management Information Report as presented by SETECH for the Fiscal Years ended June 30, 2019 and June 30, 2020.
- Approval of the Financial Audit for Years June 30, 2020 and 2019.
- Audited Treasurer’s Report for Year Ending June 30, 2020 and for Quarter Ending September 30, 2020.
- Approval of the Final Budget for 2020/2021.
- Approval of the Withdraw Reserve Accounts (WRA) of the Departing Districts
- Approval of the 1<sup>st</sup> Payment to Central USD from their WRA

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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 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.