

# MINUTES



## BOARD OF DIRECTORS MEETING WEDNESDAY, APRIL 14, 2021 1:00 P.M.

This meeting was conducted by Zoom. Locations were not be provided as the Brown Act has been partially suspended due to Coronavirus (COVID-19).

### I. CALL TO ORDER

President Magnussen called the meeting to order at 1:03 P.M.

### II. ROLL CALL

#### OFFICERS & BOARD OF DIRECTORS PRESENT:

KERMAN UNIFIED SCHOOL DISTRICT	Kraig Magnussen, President
ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT	Kathy Bagwell
FOWLER UNIFIED SCHOOL DISTRICT	Edith Cantu
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS	Laurie Gabriel
KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT	Carol Bray, Accountant
SELMA UNIFIED SCHOOL DISTRICT	Larry Teixeira
SOUTHWEST TRANSPORTATION AGENCY	Gary Geringer

#### MEMBER

Parlier Unified School District	Scott Griffin
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#### ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES	Tony Zuniga, Claims Analyst
KEENAN & ASSOCIATES	Tyler Houston, Account Executive
KEENAN & ASSOCIATES	Donna Murry, Account Manager
POMS & ASSOCIATES	Amy Dolson, Risk Manager
ASPEN RISK MANAGEMENT GROUP – A TRISTAR COMPANY	Debra Parker, Risk & Safety Consultant
TRISTAR RISK MANAGEMENT	Sharon Castillo, Third Party Administrator
TRISTAR RISK MANAGEMENT	Tom Veale, President

### III. APPROVAL OF AGENDA

**2020/2021-29**

**ACTION-Page 1-4**

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 Geringer and unanimously carried to approve the Agenda as presented. Absent: Members Chuck, Sever, Orozco, and Yang

### IV. PUBLIC COMMENTS

Members of the community wishing to address the Board about items on the agenda or items not on the agenda may do so. Speakers are requested to limit comments to three (3) minutes; individual speakers may not give their time away to another spokesperson.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

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**V. CONSENT AGENDA**

**2020/2021-30  
ACTION**

The Board of Directors to consider the following items within the Consent Agenda:

- Approval of Minutes of the January 20, 2021 Board of Directors Meeting as Emailed
- Approval of Expenditures for Quarter Ending March 31, 2021
- Tristar Monthly Claims Expenses for Quarter Ending March 31, 2021

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Geringer and unanimously carried to approve the Consent Agenda as presented. Absent: Members Chuck, Sever, Orozco, and Yang.

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**VI. CORRESPONDENCE**

**2020/2021-31  
INFO**

The Account Manager, Donna Murry presented correspondence received:

1. The 2020 Government Compensation in California Report as received from the State Controller's office and the report as filed in response by the JPA auditor Gus Corona. This report provides the State with any wages the Fresno County Self-Insurance Group pays to its governing board. The report shows \$0 in compensation.
2. The CAJPA Forecast for the Department of Industrial Relations' 2021 Assessment, advising an early estimate of a 20-25 % increase in the rate. This notice was to allow for budgeting purposes.

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**VII. CLAIMS**

**THIRD PARTY ADMINISTRATOR UPDATE**

**2020/2021-32  
INFO**

Sharon Castillo and Debra Parker, Claims Administrator and Risk/Safety Consultant respectively for Fresno County Self-Insurance Group (FCSIG) presented the claims update report for review.

- Stewardship Report as of 2/28/21 was presented. It was a comprehensive report detailing workers' comp incidents by occupations, locations, cause of loss, body part injured, and injury type; with the numbers and incurred costs broken down by fiscal year/dates, providing specific notes and demographics of all claims from 2015-2020. Teachers, aides, custodians and food service workers are the occupations with the highest number of incidents and strains being the number one injury type. Incurred costs for 2019 and 2020 continue to be lower possibly due to COVID-19. Overall, 90% of claims are closed with the average age at time of injury to be forty-seven (47). 24% of incidents occurred in policy year 2018.
- Information was provided on the new fee schedule for Comprehensive Medical Legal Evaluations.
- It was reported through a new California Workers' Compensation Institute (CWCI) study the number of Independent Medical Review (IMR) process used to resolve W/C disputes has declined in both 2019 and 2020 and is at an all-time low as the pandemic drove down overall claim volume and pharmaceutical disputes. IMR outcomes were fairly stable thus creating a savings to the JPA.
- Tristar Savings Summary Report for period of 1/01/21 - 3/31/21 was presented with a gross saving of over \$496K being realized for aforementioned time period.
- Nurse Triage for the period of 1/01/21 – 3/31/21 had only 59 calls, with 37.3% ending as self-care instead of going to see a physician.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

**CLAIMS TREND OVERVIEW**

**2020/21-33  
INFO**

Tony Zuniga, Keenan Claims Analyst presented the Claims Trend Overview to the Board, comparing the two years before COVID-19 to the two years during COVID-19. Other than the frequency being down, the data showed the claim trends were consistent and did not change due to the onset of the pandemic.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

**VIII. UNDERWRITING**

**LEGISLATIVE UPDATE**

**2020/21-34  
INFO**

The Keenan Claims Analyst reported on the Workers' Comp Executive newsletter which provides a wealth of information on current issues pertaining to Workers' Comp. He expanded on SB 95, the bill which was recently signed into law by Governor Newsom. There is a new posting requirement with this bill and you only need to provide leave when an employee asks for such either verbally or in writing. There are still questions regarding substitutes and how to calculate their supplemental paid sick leave.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

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**IX. FINANCIAL**

**TREASURER'S REPORT**

**2020/2021-35  
ACTION**

The FCSIG accountant, Carol Bray presented the Treasurer's Report for Quarter ending March 31, 2021 for review and consideration. Total operating revenues were at 92% with revenues of \$6,853,688 and operating expenses at 54% with expenditures of \$3,317,926.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Geringer and unanimously carried to approve the Treasurer's Report as presented. Absent: Members Chuck, Sever, Orozco, and Yang.

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**X. ADMINISTRATION**

**AUDITOR'S ENGAGEMENT LETTER**

**2020/2021-36  
ACTION**

The Account Executive presented the engagement letter from Borchardt, Corona, Faeth & Zakarian for years ending June 30, 2022, June 30, 2023, and June 30, 2024 to the Board of Directors for ratification.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Geringer with a second by member Teixeira and unanimously carried to approve the engagement letter as presented. Absent: Members Chuck, Sever, Orozco, and Yang.

**FUTURE MEETING DATES & LOCATIONS**

**2020/2021-37  
ACTION**

The Account Manager presented the meeting dates and locations for the 21/22 fiscal year to the Board of Directors.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Teixeira with a second by member Geringer and unanimously carried to approve the future meeting dates and location. Absent: Members Chuck, Sever, Orozco, and Yang.

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**XI. RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2020/2021-38  
INFO**

The Risk Manager, Amy Dolson presented the following updates on Loss Control services and risk management information.

- Tristar Claim Review Meetings – Claim reviews are ongoing and meeting with a member each month. To set a review up for your district, contact the risk manager.
- Virtual Training: The ADA Interactive Process in the Era of COVID-19 with Rachel Shaw; Friday, May 21, 2021 from 10:00am – 3:00pm
  - o Free registration for one (1) employee per FCSIG member district (discount for additional attendees)
  - o Register by emailing Amy Dolson @ [adolson@pomsassoc.com](mailto:adolson@pomsassoc.com).
  - o A complimentary HR Essentials Toolkit will be provided when you register.

**RISK MANAGEMENT UPDATES – CONT.**

**2020/2021-38**

- Virtual Training: Pesticide Handler Safety Workshop – Thursday, June 17, 2021 from 8:00am – 10:30. This is an annual training requirement for all IPM Coordinators and employees that handle or apply pesticides and will be at no cost to FCSIG or OSS member school districts.
- Virtual & On-Site Ergonomics Evaluations available

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

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**XII. INFORMATION**

**MEMBER COMMENTS**

No comments

**ADMINISTRATION COMMENTS**

No comments

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**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 16, 2021** to be held via Zoom. 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 2021-2022 Year
- Third Party Claims Administrator Update
- Claims Trend Overview.
- Treasurer's Report
- Selection of Claim Auditor

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**XIV. ADJOURNMENT**

The motion to adjourn the meeting was made by member Teixeira, seconded by member Magnussen and unanimously carried. Absent: Members Chuck, Sever, Orozco, and Yang

Meeting adjourned at 1:56 P.M.

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**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