

MINUTES



EXECUTIVE COMMITTEE MEETING

WEDNESDAY, JULY 14, 2021

11:00 AM

LEGENDS TAP HOUSE & GRILL

2910 PEA SOUP ANDERSON BLVD
SELMA, CA 93662

I. CALL TO ORDER

President Magnussen called the meeting to order at 11:03 AM.

II. ROLL CALL

OFFICERS & EXECUTIVE COMMITTEE:

KERMAN UNIFIED SCHOOL DISTRICT

KINGSBURG JOINT UNION SCHOOL DISTRICT (ELEMENTARY)

FIREBAUGH-LAS DELTAS JOINT UNIFIED SCHOOL DISTRICT

FOWLER UNIFIED SCHOOL DISTRICT

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT

LOS BANOS UNIFIED SCHOOL DISTRICT

SELMA UNIFIED SCHOOL DISTRICT

SOUTHWEST TRANSPORTATION AGENCY

Kraig Magnussen, President
Carol Bray, Accountant
Roy Mendiola, Member at Large
May Yang, Permanent Member
Rufino Ucelo, Member at Large
Amer Iqbal, Permanent Member
Andrea Affrunti, 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 via conference phone
Amy Dolson, Risk Manager

III. APPROVAL OF AGENDA

2021/2022-1

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 Geringer with a second by member Iqbal and unanimously carried to approve the agenda as presented. Absent: Members Mendiola, Augusto, Singh, and Machado.

IV. PUBLIC COMMENTS

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

V. CONSENT AGENDA

2021/2022-2

ACTION

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

- Approval of Minutes of the May 26, 2021 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending June 30, 2021

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Affrunti with a second by member Iqbal and unanimously carried to approve the Consent Agenda as presented. Absent: Members Mendiola, Augusto, Singh, and Machado.

VI. CORRESPONDENCE

2021/2022-3
INFO

There was no correspondence to present.
PUBLIC COMMENTS: None
COMMITTEE CONSIDERATION: None

Member Mendiola arrived.

VII. CLAIMS

2021/2022-4
INFO

THIRD PARTY ADMINISTRATOR UPDATE

Erik Knak, Claims Administrator for the OSS presented the OSS Loss History Review – (Incurred within \$50K MRL) as of 07/05/21 to the Executive Committee for review. He compared the report to the 7/01/20 report that was provided at last July’s meeting. The highlights were: Years 2011/12, 2012/13, 2013/14, 2015/16 have no open claims with no changes to total incurred or claim count. Year 2014/15 has one open claim related to bullying allegations with the total incurred and claim count remaining constant. Year 2016/17 has 1 open claim with the total incurred figure increasing due to a recently filed Underinsured Motorist claim and claim count increasing by 1. Year 2017/18 has no open claims, claim count down 2 with the total incurred figure decreasing as well. Year 2018/19 has been an excellent year for total incurred and claim count with only 1 open claim. Year 2019/20 has been a difficult claim year with 7 open claims. The total incurred figure for that year includes several large Property and Liability claims, with the total incurred decreasing slightly from one year ago. Year 20/21 has only had 35 claims with 14 still open but there have been several large Property losses from this past year. In summary, there are 24 open claims, down 3 with reserves down as well from the 7/01/20 report.

PUBLIC COMMENTS: None
COMMITTEE CONSIDERATION: None

VIII. UNDERWRITING

NCR UPDATE

2021/2022-5
INFO

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

NCR Executive Community Meeting Summaries

- **Board of Directors:** The NCR Board has again approved utilization of program equity to pay the third of the five-year funding assessment on behalf of its members which is due to SAFER. The Special Agency Policy was revised to increase the contribution for SELPAs, Food Service Agencies, and Sister JPAs. The Board of Directors wished Larry Teixeira well in his retirement.
- **Claims & Coverage:** The Committee provided settlement authority on a case where a student sustained a permanent eye injury - it was found Liability exposure existed as to negligent supervision as the student to teacher/aide ratio exceeded 20:1 in an afterschool program. Recommendations and best practices were provided by panel counsel on the 3 trending loss drivers.
- **Underwriting & Member Services:** It was mentioned the districts will be receiving a survey pertaining to the new cyber carrier, Hamilton’s 12 best practices with the purpose of determining how many districts currently meet these requirements and where help is needed through cyber focused trainings.

This year the NCR Board of Directors have elected to reduce the liability coverage limit for Sister JPAs to \$5M, based on the minimum amount of contribution being charged for the exposure.

PUBLIC COMMENTS: None
COMMITTEE CONSIDERATION: NONE

IX. FINANCIAL

TREASURER’S REPORT

2021/2022-6

ACTION

Carol Bray, the OSS accountant presented the Treasurer’s Report for the Quarter and Unaudited Year ending June 30, 2021 to the Executive Committee for review and consideration. Total operating revenues were at 100% with revenues of \$5,601,083 and operating expenses at 96% with expenditures of \$5,365,808 which included a rebate and WRA payment. It was mentioned, these were unaudited amounts with some items still needing to be booked to the correct year by the OSS auditor, including additional interest installments owed to the JPA by Fresno County.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Iqbal with a second by member Affrunti and unanimously carried to accept the Treasurer’s Report as presented. Absent: Members Augusto, Singh, and Machado.

2021/2022 FINAL POOL CONTRIBUTION SPREADSHEET

2021/2022-7

ACTION

Tyler Houston presented the 2021/2022 final Pool Contribution Spreadsheet as invoiced, to the Executive Committee for final approval.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Iqbal, seconded by member Geringer and unanimously carried to accept the 2021/2022 final Pool Contribution Spreadsheet as presented. Absent: Members Augusto, Singh, and Machado.

X. ADMINISTRATION

ELECTION OF OFFICERS

2021/2022-8

ACTION

The current slate of OSS officers was nominated for re-election for the 2021/2022 year.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Bray with a second by member Geringer and unanimously carried to re-elect the current slate of officers for the 2021/2022 year. Absent: Members Augusto, Singh, and Machado.

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

2021/2022-9

INFO

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

- Interim NCR Labs & Workshop Inspections will be conducted by Tessa Babcock and is scheduled for July 19-23. The safety inspections will be spread out during the year.
- The OSS Safety & Security Grant program 2021-2022 terms and conditions was presented. The Grants can be issued from \$2,500 up to \$4,000 per district depending on district lottery ADA. It was mentioned one of the eligibility requirements was the adoption of a Student/Staff/Adult Interaction policy. Should assistance be needed for developing your district’s policy, you may reach out to the Risk Manager for such. The Grants are to be used for any function related to safety and security but not for general maintenance or mandated costs.
- Title IX Coordinator Virtual Training webinar with Megan Farrell is scheduled for July 15. Since many districts inquired about a second training due to many being unavailable for tomorrow’s session, the Risk Manager mentioned she would try to set another training up for some time in September. So far, no new legislation until next May is expected so what is being presented would carry everyone through the year.
- The Monthly Safety Spotlight Topics for 2021 – 2023 was presented with the July’s Heat Illness Prevention being highlighted.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

No members commented

ADMINISTRATION COMMENTS

Tyler Houston thanked everyone for attending the first live meeting since the pandemic closed everything down and asked for any suggestions from the group in moving forward. It was suggested to have more tables with more space in between each person.

XIII. AGENDA ITEMS FOR NEXT MEETING

Members and others may suggest items for consideration at the next Executive Committee meeting on **Wednesday, October 13, 2021, 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, 2020 and June 30, 2021.
 - Approval of the Financial Audit for Years June 30, 2021 and 2020.
 - Audited Treasurer's Report for Year Ending June 30, 2021 and for Quarter Ending September 30, 2021.
 - Approval of the Final Budget for 2021/2022.
 - Approval of the Withdraw Reserve Accounts (WRA) of the Departing Districts
 - Approval of the 2nd Payment to Central USD from their WRA
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XIV. ADJOURNMENT

With no further business, the motion to adjourn the meeting was made by member Affrunti and seconded by member Iqbal to end the meeting. The meeting adjourned at 11:50 AM.

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.