

PLEASE POST BY OCTOBER 7, 2022



**AGENDA**

**EXECUTIVE COMMITTEE MEETING**

WEDNESDAY, OCTOBER 12, 2022

11:00 AM

**KINGSBURG JT UN ELEMENTARY SCHOOL DISTRICT**

**1310 STROUD, AVE KINGSBURG, CA 93631**

**I. CALL TO ORDER**

**II. ROLL CALL**

**OFFICERS & EXECUTIVE COMMITTEE:**

KERMAN 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  
KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT  
LOS BANOS UNIFIED SCHOOL DISTRICT  
SELMA UNIFIED SCHOOL DISTRICT  
SOUTHWEST TRANSPORTATION AGENCY

Kraig Magnussen, President  
Annette Machado, Vice President  
Trish Singh, Secretary  
Dr. Wesley Sever, Treasurer  
Carol Bray, Accountant  
Dr. Roy Mendiola, Member at Large  
May Yang, Permanent Member  
Diane Augusto, Member at Large  
Don Shoemaker, Member at Large  
Amer Iqbal, Permanent Member  
Andrea Affrunti, Permanent Member  
Gary Geringer, Member at Large

**ADMINISTRATORS & CONSULTANTS:**

BAKER MANOCK JENSEN  
BORCHARDT, CORONA, FAETH & ZAKARIAN  
AP/KEENAN  
AP/KEENAN  
KNAK & COMPANY  
MILLIMAN, INC.  
POMS & ASSOCIATES  
SETECH, A DIVISION OF KEENAN & ASSOCIATES

Gabriel Delgado, OSS Attorney  
Gus Corona, Auditor  
Tyler Houston, Account Executive  
Donna Murry, Account Manager  
Erik Knak, Third Party Administrator  
Abby Sternberg/Judy Chiu, Actuaries  
Amy Dolson, Risk Manager  
Sam Mel-Chan, Account Manager

**III. APPROVAL OF AGENDA**

**2022/2023-13**

**ACTION-Page 1-6**

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

---

**V. CONSENT AGENDA**

**2022/2023-14**

**ACTION-Page 7-17**

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

- Approval of Minutes of the July 13, 2022 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending September 30, 2022, which includes the Knak & Company Monthly Claim Expenses

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**VI. CORRESPONDENCE**

**2022/2023-15**

**INFO-Page 18**

Correspondence will be presented and reviewed by the Board. No action may be taken in response; only referred for action on a subsequent agenda. Donna Murry, the Account Manager will present any Correspondence.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**VII. CLAIMS**

**THIRD PARTY ADMINISTRATOR UPDATE**

**2022/2023-16**

**INFO-Page 19-20**

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

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**VIII. UNDERWRITING**

**NCR UPDATE**

**2022/2023-17**

**INFO-Page 21-29**

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

- NCR Executive Committee Meeting Summaries
- Cyber Security – ResoluteGuard

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**OSS SAFETY & SECURITY GRANT – KERMAN USD**

**2022/2023-18**

**ACTION-Page 30-45**

Amy Dolson, the OSS risk manager will present an application for the Safety & Security Grant to the Executive Committee for their consideration.

PUBLIC COMMENTS

BOARD CONSIDERATION

---

**IX. FINANCIAL**

**TREASURER’S REPORT**

**2022/2023-19**

**ACTION-Page 46-47**

Carol Bray, the OSS Accountant will present the Treasurer’s Report for Quarter ending September 30, 2022 to the Executive Committee for review and consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**OSS UNPAID CLAIM LIABILITY ESTIMATES**

**2022/2023-20**

**ACTION-Page 48-94**

The Actuaries, Abby Sternberg and Judy Chiu with Milliman will present the OSS Unpaid Claim Liability Estimates as of June 30, 2022 to the Executive Committee for review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**FINANCIAL MANAGEMENT INFORMATION REPORT**

**2022/2023-21**

**ACTION-Page 95-133**

Sam Mel-Chan with SETECH a division of AP/Keenan will present the Financial Management Information Report for the Fiscal Years Ended June 30, 2021, and June 30, 2022 to the Executive Committee for review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**FINANCIAL AUDIT REPORT**

**2022/2023-22**

**ACTION-Page 134-162**

Gustavo Corona, the auditor for the OSS, will present the Financial Audit Report for Years ending June 30, 2022, and 2021 to the Executive Committee for their review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**FINAL BUDGET FOR THE 2022/2023 YEAR**

**2022/2023-23**

**ACTION-Page 163-164**

Donna Murry, the Account Manager will present the final budget for the 2022/2023 year to the Executive Committee for review and approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**X. ADMINISTRATION**

**WITHDRAWAL RESERVE ACCOUNT (WRA) UPDATE**

**2022/2023-24**

**ACTION-Page 165-174**

The Actuaries, Abby Sternberg and Judy Chiu will present to the Executive Committee the WRA update for the districts that have terminated their membership with the OSS for review and ratification.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**REFUND PAYMENTS FROM WRA**

**2022/2023-25**

**ACTION-Page 171-173 & 175**

The Actuaries, Abby Sternberg and Judy Chiu will present to the Executive Committee the 3<sup>rd</sup> scheduled payment to Central Unified School District and the 1<sup>st</sup> scheduled payment to Golden Plains Unified School District and Kings Canyon Unified School District from their WRAs for review, ratification, and action as necessary.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**OSS RE-ACCREDITATION**

**2022/2023-26**

**INFO-Page 176**

Tyler Houston will present (2) additional items needed for the OSS re-accreditation to the Executive Committee for their information.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**OSS UNDERWRITING POLICY UW-01 REVIEW**

**2022/2023-27**

**ACTION-Page 177-179**

Tyler Houston will present the OSS Underwriting Policy UW-01 for review by the Executive Committee.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**ADOPTION OF KEENAN’S DATA SECURITY & RECOVERY POLICY**

**2022/2023-28**

**ACTION-Page 180-183**

Tyler Houston will present Keenan’s Data Security & Recovery Policy to the Executive Committee for their review and adoption.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

**CLAIMS AUDIT REPORT**

**2022/2023-29**

**ACTION-Page 184-187**

Tyler Houston will present the claims audits report as completed by Risk Management Services to the Executive Committee for their consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**XI. RISK MANAGEMENT**

**RISK MANAGEMENT UPDATES**

**2022/2023-30**

**INFO-Page 188-197**

Amy Dolson, the Risk Manager will present the updates on Risk Control services.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

---

**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 for:

**11:00 a.m. on Wednesday, January 18, 2023, Legends Tap House & Grill, 2910 Pea Soup Anderson Blvd, Selma, CA**  
Currently scheduled items include:

- OSS Loss History Report
- Treasurer’s Report for Quarter Ending December 31, 2022.
- Form 700 Conflict of Interest
- Proposal for Actuarial Services with Milliman, Inc.
- Annual Review of Investment Policy of Fresno County Auditor-Controller/Treasurer-Tax Collector

#### **XIV. ADJOURNMENT**

---

##### **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.