

Please post by July 08, 2022

AGENDA



EXECUTIVE COMMITTEE MEETING

WEDNESDAY, JULY 13, 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
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:

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

2022/2023-1

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

V. CONSENT AGENDA

2022/2023-2

ACTION-Page 6-13

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

- Approval of Minutes of the May 25, 2022 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending June 30, 2022 which includes the Knak & Company Monthly Claim Expense.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

VI. CORRESPONDENCE

2022/2023-3

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

VII. CLAIMS

2022/2023-4

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

VIII. UNDERWRITING

NCR UPDATE

2022/2023-5

INFO-Page 17

Donna Murry the Account Manager will present information and recent updates on the NCR Program on behalf of Tyler Houston who had a conflict in his schedule.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

IX. FINANCIAL

TREASURER'S REPORT

2022/2023-6

ACTION-Page 18-19

Carol Bray, the OSS Accountant will present the Treasurer's Report for the Quarter and Unaudited Year ending June 30, 2022 to the Executive Committee for review and consideration.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

2022/2023 FINAL POOL CONTRIBUTION SPREADSHEET

2022/2023-7

ACTION-Page 20-21

Donna Murry will present the 2022/2023 final Pool Contribution Spreadsheet as invoiced to the Executive Committee for their approval.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

X. ADMINISTRATION

BIENNIAL NOTICE / CONFLICT OF INTEREST CODE REVIEW

2022/2023 -8

ACTION-Page 22-27

Donna Murry will present the OSS Conflict of Interest Code to the Executive Committee for its biennial review.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

CLAIMS AUDIT SERVICES

2022/2023-9

ACTION-Page 28-37

Donna Murry will present to the Executive Committee the firms that responded to a Request for Proposal (RFP) for the purposes of conducting a claims audit.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

ELECTION OF OFFICERS

2022/2023-10

ACTION-Page 38-39

The Executive Committee shall elect its officers for the 2022/2023 year.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

ADMINISTRATIVE GUIDE

2022/2023-11

ACTION-Page 40-43

Donna Murry will present an Administrative Guide to the Executive Committee for their review.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

2022/2023-12

INFO-Page 44-52

Amy Dolson, the Risk Manager for the OSS 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 on **Wednesday, October 12, 2022, 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, 2021 and June 30, 2022.
- Approval of the Financial Audit for Years June 30, 2022 and 2021.
- Audited Treasurer's Report for Year Ending June 30, 2022 and for Quarter Ending September 30, 2022.
- Approval of the Final Budget for 2022/2023.
- Approval of the 3rd Payment to Central USD from their Withdraw Reserve Account (WRA).
- Approval of the 1st Payment to Kings Canyon USD and Golden Plains from their WRA.

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.