

# ORGANIZATION OF SELF-INSURED SCHOOLS

## Annual Board Meeting

10:00 a.m. Monday, May 23, 2005

Fowler Unified School District  
658 E. Adams Avenue  
Fowler, CA 93625

## Meeting Minutes

- Call to Order** The meeting was called to order at 10:10 a.m. by President Warren Jennings.
- Attendance**
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| Pacific Union Elementary School District<br>Warren Jennings                        | Selma Unified School District<br>Larry Teixeira  |
| Clay Joint Elementary School District<br>Dr. Michelle Steagall                     | Kings River-Hardwick Union Elementary School District<br>Andrea Materoh  |
| Fowler Unified School District<br>Eric Cederquist`                                 | Kingsburg Joint Union School District (Elem)<br>Dr. Mark Ford<br>Carol Williamson  |
| Island Union Elementary School District<br>Tom Bates                               | Kings Canyon Joint Unified School District<br>Irvin Isaak  |
| Central Unified School District<br>Mary Romero                                     | Kerman Unified School District<br>James Foley  |
| Armona Union Elementary School District<br>Steve Bogan                             | Southwest Transportation Agency /<br>South County Support Services Agency<br>Kirk Hunter   |
| Kit Carson Elementary School District<br>Kim Curtis                                | Washington Colony Elementary School District<br>Dale Drew  |
| Central Valley Preschool /<br>Riverdale Joint Union School District<br>Elaine Cash | Guests:<br>John Phillips – <i>Wild, Carter, &amp; Tipton</i><br>Tom Russo – <i>Keenan &amp; Associates</i><br>Henry Brock – <i>Brock’s Loss Control Services</i><br>Erik Knak – <i>Knak &amp; Company</i><br>Bill Tucker, Jr. – <i>Tucker-Alexander Insurance</i><br>Donna Murry – <i>Tucker-Alexander Insurance</i> |
| Sanger Unified School District<br>Marc Johnson                                     |  |
| West Park Elementary School District<br>Vickie Nichida<br>Edith Gustafson          |  |
- Introductions** The attending directors and guests introduced themselves.
- Approval of Agenda** The motion was made by member Steagall and seconded by member Materoh to approve the agenda. Motion carried.
- Public Hearing** President Jennings asked if anyone wished to address the Board. There was no response.
- Consent Agenda** The motion to approve the consent agenda, which included the minutes of the May 17, 2004 meeting as mailed, was made by member Hunter and seconded by member Drew. Motion carried.

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- Broker's Report** The broker, Bill Tucker Jr., presented the estimated SELF premium for the 05/06 excess liability, (Attachment A). He mentioned from the information he had received, the rates should remain the same as last year. SELF has not indicated whether they would be giving rebates to their members.
- Est. SELF Prem.
- Golf Tournament It was mentioned the Bill Tucker / Pat Magill Memorial Golf Tournament would be held this year on Thursday, June 23 at the Sherwood Forest Golf Club in Sanger. Please contact Tucker-Alexander Insurance for more information.
- Administrator's Report** The claims administrator for the O.S.S., Erik Knak from Knak & Company, presented the *O.S.S. Loss History Review 1998-99 through 2004-05*, (attachment B). He mentioned as of May 23, 2005, the total incurred for the 04/05 fiscal year was right at \$500,000. The O.S.S. currently has 68 open claims.
- Loss Control Report** O.S.S. risk manager, Dr. Henry Brock reported on utilizing the training modules available through the O.S.S. web site – [www.ossweb.org](http://www.ossweb.org) – *Risk Management – Online Safety Training Modules*. The first module New Employee Safety Orientation (All Employees) was the best place to begin. The other modules would also be beneficial as time permits. He is planning on emailing to all O.S.S. district liaisons a safety bulletin addressing this issue.
- Online Training  
Staff In-Service
- Sexual Harassment Online Training The two hour sexual harassment online training for all supervisors should be up and running by 8/01/05. This training will be available in 4 – ½ hour modules.
- Action Items** The Broker presented the 05/06 loss fund rate with its extended premium and comparison with the 04/05 year for each district, (Attachment C). The motion to approve the loss fund rate was made by member Cederquist and seconded by member Teixeira. Motion carried.
- Loss Fund
- NorCal Rates The rates were presented for the property and liability coverage purchased through NorCal ReLiEF (NCR), (Attachment D). The motion was made by member Hunter and seconded by member Bates to approve the NCR rates as presented. Motion carried.
- Dividends The dividend payment, as recommended by the Executive Committee, was presented, (Attachment E). The motion to approve the dividend payment as presented was made by member Teixeira and seconded by member Steagall. Motion carried.  
*Dividend payments will be paid in the 04/05 fiscal year.*
- Budget The motion was made by member Teixeira and seconded by member Isaak to approve the O.S.S. budget for the 05/06 year, (Attachment F). Motion carried.
- Restated O.S.S. Agreement/Bylaws The Restated Joint Powers Agreement and Bylaws of the O.S.S. were presented and main changes discussed, (Attachment G). One of those changes involved late penalty provisions. Districts late in making their premium payments will be sent a reminder by the O.S.S. accountant, (Attachment H). The motion to approve the restated agreement and bylaws as presented was made by member Hunter and seconded by member Cederquist. Motion carried.
- The signature page for the *Restated Joint Powers Agreement* will be included with the minutes of the authorized district representative.

**NOTE: The Restated Joint Powers Agreement and Bylaws were mailed in the agenda packet.** Copies can also be obtained through the O.S.S. website: [www.ossweb.org](http://www.ossweb.org)

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**Action Items  
Cont.**

Poms & Asso. The motion to approve the four year loss control/risk management service agreement, (Attachment I) as presented by Dr. Brock on behalf of Poms & Associates was made by member Cederquist and seconded by member Bates. Motion carried.

At Large Membership The motion was made by member Teixeira and seconded by member Materoh to approve the Executive Committee's recommendation for the at large members on the Executive Committee, (Attachment J). Motion carried.

**Board Member Report** President Jennings asked if any Board Members had items to report. There was no response.

**Closed Session** There were no items for closed session.

**Next Meeting/  
Adjournment** The next scheduled Annual Board Meeting is 10:00 a.m. on **Monday, May 22, 2006** at ***Southwest Education Support Center.***

With no further business, the motion was made by member Hunter and seconded by member Teixeira to adjourn the meeting. Motion carried and the meeting adjourned at 10:55 a.m.

Prepared by,

Approved by,

Donna Murry

Andrea Materoh,  
O.S.S. Secretary

AM:dm