

**ORGANIZATION OF SELF-INSURED SCHOOLS
(O.S.S.)**

Executive Committee Meeting

11:00 a.m. Thursday, July 21, 2005

Rodolfo's
1802 E. Front
Selma, CA 93662

Meeting Minutes

- Call to Order** President Warren Jennings called the meeting to order at 11:14 a.m.
- Attendance**
- | | |
|---|---|
| Pacific Union Elementary School District
Warren Jennings | Kings River-Hardwick Union Elementary School Dist.
Andrea Materoh |
| Selma Unified School District
Larry Teixeira | Island Union School District
Tom Bates |
| Kings Canyon Joint Unified School District
Irvin Isaak | Kingsburg Joint Union School District – (Elem)
Carol Williamson |
| Southwest Transportation Agency/
South County Support Services Agency
Kirk Hunter | Guests:
Tom Russo – <i>Keenan & Associates</i>
Dr. Henry Brock - <i>Brock's Loss Control Services</i>
Bill Tucker Jr. – <i>Tucker-Alexander Insurance</i>
Donna Murry - <i>Tucker-Alexander Insurance</i> |
| West Park Elementary School District
Edith Gustafson | |
- Approval of Agenda** The motion was made by member Hunter and seconded by member Materoh to approve the agenda. Motion carried.
- Public Hearing Session** President Jennings asked if anyone wished to address the Committee. There was no response.
- Consent Agenda** President Jennings mentioned a correction to the May 23, 2005 Executive Committee meeting minutes was the installment payment made to Pioneer Elementary for their fund equity refund should have been their second payment instead of their first. With correction noted, the motion was made by member Hunter and seconded by member Isaac to approve the consent agenda which included the following:
- A. Approval of the minutes of the May 23, 2005 Executive Committee as mailed
 - B. Approval of expenditures (Attachment A).
- Motion carried.
- Treasurer's Report** Carol Williamson, the O.S.S. accountant presented the financial statement for year ending June 30, 2005, (Attachment B). It was discovered the dividend payments had not yet been issued. The fund balance, after the dividend payments, would be \$3,167,185. With the corrected fund balance noted, the motion to accept the financial statement for year ending June 30, 2005 was made by member Teixeira and seconded by member Gustafson. Motion carried.
- Broker's Report** The broker, Bill Tucker Jr. reported on the recent NorCal ReLIEF (NCR) Executive Committee meeting he attended. It was noted at the meeting, the lawsuit filed by San Francisco Unified School District (originally filed by the County of Santa Clara in Alameda County) against Keenan & Associates was dismissed by the judge handling the case, (Attachment C).
- NCR Exec
Committee Meeting

Organization of Self Insured Schools

July 21, 2005

Page 2

Broker's Report

Cont.

SELF Invoices

The broker also mentioned his office had received the 05/06 Schools Excess Liability Fund (S.E.L.F.) invoices. The rate increased from \$1.00/ADA for the 04/05 year to \$1.20/ADA for the 05/06 year on the first liability layer of \$10 million excess of \$5 million. The next layer of \$30 million excess of \$15 million increased from \$0.91 to \$0.98/ADA. Should any rebates be declared, it would be in the form of a check to the districts. Due to a discrepancy in ADA, the invoices would be going out to the districts in a week or two.

Administrator's Report

The claims administrator; Erik Knak was unable to attend the meeting, but left information on the status of the O.S.S. claims:

The 6/30/05 open claims count was 54, relatively low when compared to the historical average. FYI, the open claims count has ranged from 50-75 claims over the years.

In addition, the 06-30-05 reserves were set at \$656,088.55, a number which should not cause any alarm to the JPA.

Loss Control Report

Online Sexual Harassment Training

O.S.S. risk manager, Dr. Henry Brock reported the scheduled completion date for the online sexual harassment training was now 9/1/05. He will be scheduling two sessions for district administrators with the purpose of asking questions of Robert Rosati, attorney used by the O.S.S. to help set up the online training. The scheduled dates and times are October 25 at 4:00 p.m. and October 26 at 4:00 p.m. Each session will be approximately one hour in length and districts will be scheduled according to their location.

Arson Fires

Dr. Brock mentioned he will be sending out information on arson fires in his next email bulletin.

Coach Workshop

Dr. Brock reported on an additional workshop he would like to schedule in the spring pertaining to coaches. The all day seminar, *Athletic Liability – Minimize the Risk* put on by McGrath Training Systems would cost \$180 per person. More information on this workshop will be available at the next quarterly meeting in October.

The committee recessed at 11:28 a.m. and reconvened at 11:48 a.m.

Action Items

Election of Officers

It was moved by member Hunter and seconded by member Isaak to keep the current slate of officers. Motion carried. The officers for the 05/06 year are:

President	– Warren Jennings	– Pacific Union Elementary School District
Vice President	– Larry Teixeira	– Selma Unified School District
Treasurer	– Dr. Michelle Steagall	– Clay Joint Elementary School District
Secretary	- Andrea Materoh	- Kings River-Hardwick Union Elementary School District

Board Member Report

Member Bates mentioned the recent JPA golf tournament was great. He also stated Henry Brock did an excellent job of keeping the districts informed on matters pertaining to risk management.

Closed Session

There were no items for closed session

Next Meeting/Adjournment

The next scheduled meeting for the Executive Committee is 11:00 a.m. on Thursday, October 27, 2005 at Rodolfo's in Selma

With no further business, the motion was made by member Teixeira and seconded by member Hunter to adjourn the meeting. Motion carried and the meeting adjourned at 11:55 a.m.

Prepared by,

Approved by,

Donna Murry
AM:dm

Andrea Materoh
O.S.S. Secretary