

**FRESNO COUNTY SELF INSURANCE GROUP
(F.C.S.I.G.)**

Quarterly Board Meeting

1:30 p.m. Tuesday, October 11, 2005

J. Frank Parks Education Center
Selma Unified School District
3036 Thompson Avenue
Selma, California

Meeting Minutes

Call to Order Vice President Paul Cannon called the meeting to order at 1:38 p.m.

Attendance

Alvina Elementary Charter School District Paul Cannon	Selma Unified School District School District Dr. Anthony Monreal
Kingsburg Joint Union School District (Elem) Dr. Mark Ford Carol Williamson	Sanger Unified School District Marc Johnson Steve Mulligan
Kings Canyon Joint Unified School District Adele Nikkel	Central Unified School District Mary Romero
Fresno County Office of Education Jamie Perry	Guests: Sharon Castillo – <i>Tristar</i> Tom Veale - <i>Tristar</i>
Golden Plains Unified School District Joann Evans	John Phillips – <i>Wild Carter & Tipton</i> Dr. Henry Brock Bill Tucker - <i>Tucker-Alexander Ins.</i>
Fowler Unified School District Eric Cederquist	Donna Murry – <i>Tucker-Alexander Ins.</i>

Approval of Agenda It was mentioned *Approval of the Financial Audit for Year ending 03/04 & 04/05*, 9.4 under Action Items was to be removed from consideration as a few discrepancies were found in the audit. The audit would be presented at the next meeting by Gus Corona. With the removal of 9.4 under Action Items, the motion to approve the agenda was made by member Johnson and seconded by member Ford. Motion carried.

Public Hearing Session Vice President Cannon asked if anyone wished to address the Board. There was no response.

Consent Agenda The motion was made by member Ford and seconded by member Mulligan to approve the consent agenda which included the following:
A. Approval of the minutes of the June 14, 2005 meeting as mailed.
B. Approval of expenditures (Attachment A).
Motion carried.

Treasurer's Report Carol Williamson the F.C.S.I.G. accountant, presented the financial statement for quarter ending September 30, 2005, (Attachment B). The motion was made by member Mulligan and seconded by member Nikkel to accept the financial statement as presented. Motion carried.

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- Broker's Report** The broker, Bill Tucker Jr. reported on a letter he had received requesting access through the Freedom of Information Act (FOIA) to a copy of the current Workers' Compensation Third Party Administrator contract and the response from FCSIG's legal counsel to the requester, (Attachment C).
- FOIA
- Tristar / Trust Fund Mr. Tucker mentioned the trust fund's reimbursement requests and reconciliation will now be handled by the Tristar accounting department. It was handled in the past by an independent accountant. A savings of approximately \$2,000 per year should be realized.
- Excess W/C Policy It was mentioned a copy of the current policy for the excess workers' compensation coverage written through Continental Casualty Company will be distributed to all member districts with the minutes, (Enclosed). The retention per occurrence has increased from \$500,000 to \$750,000
- (President Cederquist arrived and assumed the gavel)
- Claims Cost The broker presented the F.C.S.I.G. Claims Cost Analysis for the period September 2005 to the Board. Besides comparing claims from this year to last, the report shows the districts that had late reported claims, (Attachment D).
- Analysis
- Administrator's Report** Sharon Castillo, the F.C.S.I.G. claims administrator reported on several items:
- She has filed six (6) stress claims for this past quarter. It was mentioned this was an unusually high number.
- No new legislation has been passed this year pertaining to workers' compensation
- It was mentioned FCSIG has enjoyed an exceptionally low litigated claims ratio
- After approval by the state, Tristar will mail new letters to the districts for distribution to their employees providing updated information on the Medical Provider Network (M.P.N.).
- Loss Control Report** Dr. Henry Brock from Brock's Loss Control Services, reported the two hour sexual harassment online training for district managers and supervisors is available for utilization. The training, as mandated by state legislation, is to be completed by January 01, 2006.
- Sexual Harassment Online Training
- Coaches Workshop Dr. Brock reported that California Interscholastic Federation (C.I.F.) has a coaches training program available. C.I.F. regulations require high school coaches to have completed the required coaches' training by December 31, 2008. Dr. Brock and Dr. Anthony Monreal from Selma Unified School District will work together to make this available to all of the JPA districts.
- Return to Work Program Dr. Brock reported a *Return to Work Program* is currently being prepared for the board's consideration.
- W/C Reports User friendly workers' comp. reports are being prepared by Tristar for distribution to districts.
- Action Items** The broker recommended awarding the claims audit contract to Hans Helling from Helling & Associates, (Attachment E). His fee was the lowest and the same as what he charged three years ago. The motion was made by member Monreal and seconded by member Ford to award the contract to Helling & Associates. Motion carried.
- Claims Audit
- Restated FCSIG Bylaws The Restated Bylaws of the Fresno County Self-Insurance Group, with requested amendments was presented by John Phillips, F.C.S.I.G. attorney, (Enclosed). The motion to approve the Restated Bylaws effective July 1, 2005 was made by member Johnson and seconded by member Cannon. Motion carried.

NOTE: Bylaws can also be found online through the F.C.S.I.G. website: www.fcsigweb.org

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Action Items

Cont.

Annual Report

The motion to accept the *Public Self Insurer's Annual Report for Joint Powers Authority and Members*, (Attachment F) as presented by the broker was made by member Mulligan and seconded by member Ford. Motion carried. This report is filed annually with the State of California, Department of Industrial Relations and is used to calculate the User Funding and Fraud Assessments.

Closed Session
Policy

The motion to adopt Policy F-01; *Discussion of JPA Closed Session Agenda With Member Boards*, (Attachment G) was made by member Monreal and seconded by member Ford. Motion carried.

Board Member Report

Member Mulligan wished to thank the districts in distributing the West Niles Virus literature that was given out by Consolidated Mosquito Abatement District.

Member Monreal questioned, in light of the recent hurricane disasters, if there was a type of emergency disaster plan in place through the JPA. Dr. Brock mentioned this was an issue that he would research and present at the next meeting.

Closed Session

There were no items for closed session.

**Next Meeting/
Adjournment**

The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, January 10, 2006**. With no further business, the motion to adjourn the meeting was made by member Johnson and seconded by member Monreal. Motion carried and the meeting adjourned at 2:35 p.m.

Prepared by,

Approved by,

Donna Murry
MJ:dm

Marc Johnson
F.C.S.I.G. Secretary