

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

Quarterly Board Meeting

2:00 p.m. Tuesday, April 20, 2004

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

Meeting Minutes

- Call to Order** President Eric Cederquist called the meeting to order at 2:04 p.m.
- Attendance**
- | | |
|--|---|
| Fowler Unified School District
Eric Cederquist | Alvina Elementary Charter School District
Larry Wilson |
| Sanger Unified School District
Marc Johnson
Steve Mulligan | Kings Canyon Unified School District
Irvin Isaak
Terri Bechtel |
| Selma Unified School District
Larry Teixeira | Guests:
Sharon Castillo
Michelle Steagall
Carol Williamson
Henry Brock
Dick Rhodes |
| Kingsburg Jt Un Elementary
Mark Ford | Bill Tucker Jr.
Donna Murry |
| Central Unified School District
John Mulligan | |
- Approval of Agenda** After stating the need to table 9.6 under Action Items, *Consider Approval of Tentative JPA Rates* and adding an emergency item *Consider Extending the May 1 Rescinding Withdrawal Notification to after the May 4th Special Meeting*, the motion was made by member John Mulligan and seconded by member Teixeira to approve the agenda. Motion carried.
- Public Hearing Session** President Cederquist asked if anyone wished to address the Board. There was no response.
- Consent Agenda** It was moved by member John Mulligan and seconded by member Johnson to approve the consent agenda which included the following:
A. Approval of minutes of the January 20, 2004 meeting as mailed.
B. Approval of expenditures, (Attachment A)
Motion carried.
- Treasurer's Report** Terri Bechtel presented the financial statement for F.C.S.I.G. and F.C.O.E. for quarter ending March 31, 2004, (Attachment B). The motion to accept the report was made by member John Mulligan and seconded by member Johnson. Motion carried.
- Broker's Report**
Claims Cost Analysis The Broker, Bill Tucker Jr. presented the F.C.S.I.G. Claims Cost Analysis for the period March 2004, (Attachment C). He mentioned this year is looking better than last year. A \$16,000 claim included in the report was withdrawn. This reduction will be reflected in the next report.

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Broker's Report Cont.

- Withdrawal Provisions The Broker mentioned he had discussed amending the by-laws regarding member withdrawal and terminations with the F.C.S.I.G. attorney. More information will be available at the next board meeting.
- Golf Tournament Name Change The Broker mentioned the annual JPA golf tournament is scheduled for Thursday, June 10, 2004 at the Sherwood Forest Golf Club with a 1:00 p.m. modified shotgun start. He suggested changing the name of the tournament to the Bill Tucker/Pat Magill Memorial Golf Tournament. He pointed out Pat Magill was instrumental in the formation of the three local JPAs - F.C.S.I.G., O.S.S. (property and casualty JPA), and F.A.S.B.O. (health benefits JPA) serving as president of all three. It was the consensus of the board to amend the name as suggested by the Broker.
- Est. Payroll Calculations The Broker reported the 4% increase used for calculating the 03/04 year estimated payroll appeared to be too high. It was the consensus of the Board to calculate an increase using a factor of 2%.
- FCSIG Treasurer/Accounting Clerk Mr. Tucker introduced Dr. Michelle Steagall, Superintendent/Principal of Clay Elementary, and Carol Williamson, Administrative Assistant/Bookkeeper for Clay Elementary. They have agreed to take over for Kings Canyon Unified, the accounting duties of F.C.S.I.G.

Administrator's Report

Sharon Castillo, the F.C.S.I.G. claims administrator spoke about SB499, signed by the governor on April 19, 2004. A few of its features are: limiting the length of temporary disability to two years, increasing the medical control of the employer, and eliminating subjective complaints from permanent disability. She mentioned the passage of this bill would require rewriting the labor codes.

Loss Control Report

Dick Rhodes, the Independent Contractor for Loss Control reported he is in the process of completing his inspections for the year. He suggested the districts think about in-service workshops during the summer especially those pertaining to heat exhaustion.

Henry Brock from Brock's Loss Control Services, presented his progress report, (Attachment D) in addition to his Risk Management Report, (Attachment E). The Risk Management Report was designed to help districts identify areas of concern and ultimately assist them in reducing their insurance costs.

Action Items

- Investment Policy The Broker reported on the annual review process of the F.C.S.I.G. Investment Policy as required by accreditation. F.C.S.I.G. had adopted the Investment Policy of Fresno County as their own and a few changes had been made to the policy. The changes involved extending the weighted average from 365 to 550 days, adding a requirement for the purchasing of short-term corporate notes and a glossary of cash management terms & rating summary. The motion was made by member Ford and seconded by member Johnson to continue to use the Fresno County Investment Policy as the Investment Policy for F.C.S.I.G., (Attachment F). Motion carried.

A copy of the Investment Policy can be found by going to the Fresno County website:

www.co.fresno.ca.us/0410/treasurer.htm.

- Auditor's Contract The motion to accept the three year auditor's contract with Borchardt, Corona, & Faeth was made by member Teixeira and seconded by member Ford, (Attachment G). Motion carried.

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Action Items Cont.

- On-Line Training The motion was made by member Steve Mulligan and seconded by member Ford to contract with Schools Insurance Program for Employees of San Luis Obispo County (SLOSIPE) for on-line training available to the staff of F.C.S.I.G. members, (Attachment H). The on-line training was referenced in Henry Brock's Risk Management Report. It was noted the Organization of Self Insured Schools had also approved the contract with SLOSIPE. Motion carried.
- FCOE
Probationary Claims Upon the recommendation of the Broker, the motion was made by member Ford and seconded by member Teixeira to have F.C.S.I.G. absorb the seven remaining claims from the Fresno County Office of Education (F.C.O.E.) probationary period, (Attachment I). F.C.O.E. has paid into the fund the premium to cover the remaining reserves. Motion carried.
- Rescinding Notice
Of Withdrawal The Broker reported on receiving letters from two districts rescinding their notice to withdrawal from F.C.S.I.G. The districts were Riverdale Unified School District and Central Valley Preschool. The motion to accept the two districts' rescission of their notice to withdraw from F.C.S.I.G. was made by member Johnson and seconded by member Steve Mulligan. Motion carried.
- SETECH
Proposal The Broker presented a proposal by Service Enhancements Technologies (SETECH) for an in depth study of the financial stability and funding of F.C.S.I.G., (Attachment J). The cost would be between \$5,000 to \$7,000. This would be a one time analysis. The motion was made by member Johnson and seconded by member John Mulligan to approve the SETECH proposal. Motion carried.
- Meeting Dates/
Times/Locations The motion was made by member Mulligan and seconded by member Johnson to table Action Item 9.8 *Consider Resolution for Future Meeting Dates/Locations for F.C.S.I.G.* until after the May 4, 2004 special meeting. Motion carried.

Board Member Report

President Cederquist asked if any members had items to report. There was no response.

Closed Session

There were no items for closed session.

Next Meeting/ Adjournment

The next meeting is scheduled for 1:30 p.m. on **Tuesday, May 04, 2004**. With no further business, the motion to adjourn the meeting was made member Teixeira and seconded by member Ford. Motion carried and the meeting adjourned at 3:11 p.m.

Prepared by,

Donna Murry
MJ:dm

Approved by,

Marc Johnson
Secretary