

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

**Quarterly Board Meeting**

1:30 p.m. Tuesday, January 8, 2008

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 1:35 p.m.

**Attendance**

Fowler Unified School District  
Eric Cederquist

Kings Canyon Joint Unified School District  
Adele Nikkel

Sanger Unified School District  
Marc Johnson  
Steve Mulligan

Kingsburg Joint Union School District (Elem)  
Mark Ford  
Carol Williamson

Selma Unified School District  
Larry Teixeira

Guests:

Gustavo Corona – Borchardt, Corona & Faeth  
Mary Boyer – Keenan & Associates (SETECH)  
Dr. Henry C. Brock – *Brock's Loss Control Services*  
Sharon Castillo – *Tristar Ins. Group*  
Joseph A. Igoa – Mullen & Filippi, LLP  
Bill Tucker - *Tucker-Alexander Ins.*  
Donna Murry – *Tucker-Alexander Ins.*

Riverdale Unified School District  
Elaine Cash

**Approval of  
Agenda**

The motion to move closed session item 11.1 *Consider Tristar Contract* to Action Item 9.8 was made by member Mulligan and seconded by member Ford. Motion carried. The motion to approve the agenda with the aforementioned change was made by member Johnson and seconded by member Nikkel. Motion carried.

**Public Hearing  
Session**

President Cederquist asked if anyone wished to address the Board. There was no response.

**Consent Agenda**

The motion was made by member Johnson and seconded by member Nikkel to approve the consent agenda which included the following:  
A. Approval of the minutes of the October 9, 2007 meeting as mailed.  
B. Approval of the accrued expenditures from April through December 2007 (Attachment A).  
Motion carried.

**Treasurer's  
Report**

Carol Williamson, the F.C.S.I.G. accountant presented the audited financial statements for year ending June 30, 2007 and quarter ending December 31, 2007, (Attachments B & C).

**Broker's Report**  
Reaccreditation

The broker, Bill Tucker Jr. reported they had their CAJPA site review for the F.C.S.I.G. reaccreditation and there were only a few clean up items which needed to be addressed. The majority had to do with *ownership of records* and *conflict of interest* clauses in the contracts of the major service providers. This issue would be handled in the contract addendums under Action Items. The CAJPA review committee was holding their meeting that same day and mentioned he was fairly comfortable they would be granting a conditional full accreditation subject to the few clean up items. He also mentioned all that was lacking from receiving an accreditation with excellence was a strategic planning session. The board shared an interest in pursuing the accreditation with excellence status.

**Broker's Report**

**Cont**

Claims Cost Analysis      The broker presented the Claims Cost Analysis for period December 31, 2007, (Attachment D).

Golf Tournament      The Bill Tucker / Pat Magill Memorial Golf Tournament will be held this year on Thursday, June 19<sup>th</sup> at the Sherwood Forest Golf Club. Mark your calendars.

**Administrator's Report**

Sharon Castillo, the F.C.S.I.G. claims administrator reported on claim statistics from the quarter ending December 31, 2007. There were one hundred fifty-three (153) new claims, ten (10) were delayed, and two (2) were denied. There were five (5) stress claims compared to one (1) from the prior quarter. One hundred fifty (150) claims were closed which represented a one hundred ninety percent (190%) closing ratio. She also mentioned the mileage rate increased effective January 1, 2008.

**Loss Control Report**

Volunteer Online Module      F.C.S.I.G. risk manager, Dr. Henry Brock mentioned the new online training module for volunteers should be up and running within three or four weeks.

Custom Claims Log      Dr. Brock reported on the custom claims log he and the claims administrator were developing for helping districts identify problem areas. The report would be quarterly and would break out district claims by site.

Boom Lift Clinic      Dr. Brock mentioned a boom lift clinic would be coming up in the not too distant future.

Sexual Harassment      The revised online module for sexual harassment training should be ready for use within a week.

**Action Items**

Financial Audit      Gus Corona, from the firm of Bochart, Corona & Faeth presented the F.C.S.I.G. financial audit for years ending June 30, 2007 and 2006, (enclosed). He stated the audit was qualified. The motion to accept the F.C.S.I.G. financial audit as presented, which included the management letter, was made by member Mulligan and seconded by member Cash. Motion carried.

SETECH Report      The SETECH Report; *A Financial Management Information Report For the Fiscal Years Ended June 30, 2006 and June 30, 2007* (enclosed), was presented by Mary Boyer from the SETECH Division of Keenan & Associates. The motion to accept the report as presented was made by member Johnson and seconded by member Nikkel. Motion carried.

Claims Audit      The motion to accept the claims audit, (Attachment E) was made by member Mulligan and seconded by member Ford. Member Cash congratulated Sharon Castillo, claims administrator on the excellent review she received in the audit. Motion carried.

Auditor's Contract Addendum      The motion to accept the addendum to the current Borchardt, Corona & Faeth contract, (Attachment F) was made by member Nikkel and seconded by member Cash. Motion carried.

Risk Manager's Contract Addendum      The motion to accept the addendum to the current contract for Brock's Loss Control Services, (Attachment G) was made by member Ford and seconded by member Teixeira. Motion carried.

Claims Admin Contract Addendum      The motion to accept the addendum to the current Tristar Risk Management contract, (Attachment H) was made by member Cash and seconded by member Nikkel. Motion carried.

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**Action Items Cont.**

Actuary Contract     The motion to approve the contract with Milliman, Inc. for actuarial services for the 08/09 fiscal year, (Attachment I) was made by member Johnson and seconded by member Nikkel. Motion carried.

Tristar Contract     It was moved by member Ford and seconded by member Johnson to accept the claims  
(Claims Administrator) administrator contract with Tristar Risk Management (Attachment J). Motion carried.

**Board Member Report**

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

The motion to end open session and go into closed session was made by member Johnson and seconded by member Teixeira. Motion carried.

The Board recessed at 2:54 p.m. and reconvened at 2:55 p.m.

**Closed Session**

The Board went in to closed session at 2:55 p.m. and reconvened at 3:03 p.m.

Closure of Claims  
#98-5305 & #20-0092

President Cederquist reported during closed session the consensus of the board was to turn over the settlement of claim #98-5306 and #20-0092 to Joseph A. Igoa.

**Next Meeting/  
Adjournment**

The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, May 6, 2008**. With no further business, the motion to adjourn the meeting was made by member Williamson and seconded by member Nikkel. Motion carried and the meeting adjourned at 3:04 p.m.

Prepared by,

Approved by,

Donna Murry  
MJ:dm

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