


FRESNO COUNTY
SELF INSURANCE GROUP

Quarterly Board Meeting

1:30 p.m. Tuesday, October 19, 2010

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 1:30 p.m.

Attendance

Fowler Unified School District
Eric Cederquist

Selma Unified School District
Larry Teixeira

Kingsburg Joint Union School District (Elem)
Carol Williamson

Alvina Elementary School District
Larry Wilson

Riverdale Joint Unified School District
Pete Faragia

Guests:
Gustavo Corona – *Borchardt, Corona & Faeth*
Mary Boyer – *Keenan & Associates / SETECH*
Sharon Castillo – *Tristar Risk Management*
Dr. Henry Brock – *Brock's Loss Control*
Bill Tucker - *Tucker-Alexander Insurance*
Donna Murry – *Tucker-Alexander Insurance.*

Kings Canyon Joint Unified School District
Ron Hudson

Approval of Agenda

The motion to approve the agenda was made by member Teixeira and seconded by member Hudson. 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 Teixeira and seconded by member Hudson to approve the consent agenda which included the following:

- A. Approval of the minutes of the June 8, 2010 meeting as mailed.
 - B. Approval of expenditures for the audited year ending June 30, 2010 (Attachment A) and for quarter ending September 30, 2010, (Attachment B).
- Motion carried.

Treasurer's Report

Carol Williamson, the F.C.S.I.G. accountant presented the audited financial statement for year ending June 30, 2010, (Attachment C) and for quarter ending September 30, 2010 (Attachment D).

Broker's Report

Claims Cost
Analysis

The broker, Bill Tucker Jr. presented the claims cost analysis for period September 2010, (Attachment E).

Bill Review

The broker mentioned the bill review service provided by Tristar has continued to be successful in reducing the medical costs.

Re-accreditation

The broker also mentioned his office is in the beginning of the re-accreditation process for F.C.S.I.G. Paperwork has been submitted electronically for the initial stages of review. Accreditation will now require a written policy addressing electronic security and the backing up of data. A sample policy will be tailored to meet the needs of F.C.S.I.G. and presented at the next meeting. The on-site visit by the accreditation panel should occur sometime in November.

Fresno County Self Insurance Group

October 19, 2010

Page 2

- Administrator's Report** The F.C.S.I.G. claims administrator, Sharon Castillo with Tristar Risk Management gave a short summary of a claim that was originally reported as a medical only claim. Due to medical complications from incorrectly taking a prescription, the claimant was hospitalized for 2 weeks which resulted in a large reserve increase to cover medical costs.
- Loss Control Report** F.C.S.I.G. risk manager, Dr. Henry Brock reported on an interactive safety reporting system which would consist of an icon on the desktop of employees' computers. The icon would allow staff to report unsafe working conditions. He also stated the concept was in its early stages of development.
- Safety Icon
- District Visits Dr. Brock mentioned he and the broker Bill Tucker are scheduling visits with new district administrators to acquaint them with F.C.S.I.G.
- Action Items** Gustavo Corona with the firm, Borchardt, Corona & Faeth presented the F.C.S.I.G. financial audit for years ending June 30, 2010 and 2009, (enclosed). He mentioned it was an unqualified opinion and had no exceptions for the audit year. The motion to accept the F.C.S.I.G. financial audit as presented was made by member Teixeira and seconded by member Hudson. Motion carried.
- Financial Audit
- SETECH Report The SETECH Report; *A Financial Management Information Report For the Fiscal Years Ended June 30, 2009 and June 30, 2010*, (enclosed), was presented by Mary Boyer from the SETECH Division of Keenan & Associates. She ended by saying F.C.S.I.G. has been conservative in reserving and returning equity in the older program years to the members. It has declared, to date, net distributions to the members of \$7,490,909 while continuing to enjoy secure finances and a stable rate structure. The motion to accept the SETECH report as presented was made by member Wilson and seconded by member Hudson. Motion carried.
- Annual Report The Public Self Insurer's Annual Report was presented by the broker, (Attachment F). This report is filed annually with the State of California, Department of Industrial Relations Self Insurance Plans and is used to determine the User Funding and Fraud Assessments. The motion was made by member Teixeira and seconded by member Wilson to accept the report as presented. Motion carried
- Conflict of Interest Policy Review A biennial review of an agency's conflict-of-interest policy is required by the Fair Political Practice Commission. The motion stating no amendments to the conflict-of-interest policy of the Fresno County Self Insurance Group were necessary was made by member Teixeira and seconded by member Hudson, (Attachment G). Motion carried.
- FCSIG Resolution Withdraw / SELF The broker presented Resolution #F10-3; Fresno County Self Insurance Group; Withdrawal from Schools Excess Liability Fund (S.E.L.F.) effective July 1, 2011. The motion was made by member Hudson and seconded by member Faragia for F.C.S.I.G. to withdraw from S.E.L.F. Motion carried. The Organization of Self Insured Schools had initiated this action at their 7/15/10 meeting.
- Board Member Report** President Cederquist asked if any member had items to report. There was no response.
- 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 11, 2011**. With no further business, the motion to adjourn the meeting was made by member Hudson and seconded by member Williamson. Motion carried and the meeting adjourned at 2:10 p.m.

Strategic Planning Session immediately following Board Meeting

Prepared by,

Approved by,

Donna Murry
EC:dm

Eric Cederquist
O.S.S. Acting Secretary



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

Strategic Planning Session

Tuesday, October 19, 2010
Immediately Following Board of Directors Meeting

J. Frank Parks Education Center
Selma Unified School District
3036 Thompson Avenue
Selma, Ca 93662

Attendance

Fowler Unified School District Eric Cederquist	Selma Unified School District Larry Teixeira
Kingsburg Joint Union School District (Elem) Carol Williamson	Alvina Elementary School District Larry Wilson
Riverdale Joint Unified School District Pete Faragia	Guests: Sharon Castillo– <i>Tristar Risk Management</i> Dr. Henry Brock – <i>Brock’s Loss Control</i> Bill Tucker - <i>Tucker-Alexander Insurance</i> Donna Murry – <i>Tucker-Alexander Insurance.</i>
Kings Canyon Joint Unified School District Ron Hudson	

Planning Session

This being the second strategic planning session for F.C.S.I.G., the accomplishments of targeted goals were discussed along with the strengths of the JPA and suggestions for its future direction.

Goals Achieved

Prior goals set by the Board were the communicating to and the education of its members on what F.C.S.I.G. is, its successes, and what it has to offer. The direction on how to go about achieving these goals was through the development of informational documents in addition to workshops for reviewing claim procedures. The broker, Bill Tucker Jr. began the session by stating F.C.S.I.G. had accomplished the goals set forth by the Board. He pointed out the F.C.S.I.G. brochure and subsequent handbook which were created. Both publications can be found online at the F.C.S.I.G. website (www.fcsigweb.org) and in hard copy form as distributed to each member district. The two publications are also handed out when the broker and risk manager make their initial visits with new district administrators to acquaint them with F.C.S.I.G. and what it offers its members. He also reported on two separate workshops held for member districts for reviewing the claims process, risk managing exposures and highlighting the online training modules available through the F.C.S.I.G. website.

Strengths

A list of strengths of the JPA as noted by the Board was compiled. They include; competitive cost of insurance, strong commitment to actuarial studies, strong financial position (as stated in the recent SETECH Report), return of equity back to its members of almost \$7.5 mil, flexible & committed Board of Directors that are not heavy handed, membership consistency, broad coverage documents, accreditation with excellence standing through CAJPA, good

**Fresno County Self Insurance Group
Strategic Planning Session**

October 19, 2010

Page 2

- Strengths Cont. communication with its members, the prioritizing of information dissemination, policy & procedures which allow for significant flexibility, online training for its members which is user friendly, medical personnel serving as liaison between claimant & district during claim process, quick response to questions and concerns, competent administrators (broker / risk manager/ TPA / accountant), and former educator involved in risk management.
- Future Plans/
Suggestions One area of direction would be the assistance to the districts in the hiring process such as creating guidelines for pre-employment physicals.
- Conclusion In conclusion, the F.C.S.I.G. Board of Directors' philosophy for running the JPA is to keep it simple. It not only proves to be cost effective but efficiency and success are its by-products. They are committed to the continuation of concentrating on the education of its member districts and providing the knowledge on how to prevent claims.