

OSS
ORGANIZATION OF
SELF-INSURED SCHOOLS

Executive Committee Meeting

11:00 a.m. Thursday, January 19, 2012

Favorito
115 N 6th
Fowler, CA 93625

Meeting Minutes

Call to Order

President Larry Teixeira called the meeting to order at 11:05 a.m.

Attendance

Selma Unified School District
Larry Teixeira

Island Union Elementary School District
Diane Augusto

Kingsburg Joint Union School District
Dr. Mark Ford
Carol Williamson
Wes Sever

Los Banos Unified School District
Dean Bubar

Southwest Transportation Agency
Kirk Hunter
Hemanta Mungur
Tony Mendes

Kings Canyon Unified School District
Ron Hudson
John Clements

Kerman Unified School District
James Foley

Guests:
Erik Knak – *Knak & Company*
John Phillips – *Wild, Carter & Tipton*
Dennis Williams - *Keenan & Associates*
Dr. Henry Brock – *Brock's Loss Control*
Bill Tucker - *Tucker-Alexander Ins.*
Donna Murry – *Tucker-Alexander Ins.*

Fowler Unified School District
Eric Cederquist

Dinuba Unified School District
Dr. Jose Hernandez

Introductions

The attending committee members and guests introduced themselves. Member Ford mentioned Wes Sever will be his replacement as superintendent of Kingsburg Joint Union School District when he retires in June of this year.

Approval of Agenda

The motion to approve the agenda was made by member Hudson and seconded by member Bubar. Motion carried.

Public Hearing Session

President Teixeira asked if anyone wished to address the Committee. There was no response.

Consent Agenda

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

- A. Approval of the minutes of the October 20, 2011 meeting as emailed.
- B. Approval of expenditures for quarter ending December 31, 2011 (Attachment A-icon below).
Motion carried.



Attach A-OSS Expen
2nd Qtr 11/12



Attach A-Knak Expen
2nd Qtr 11/12

Treasurer's Report

Carol Williamson, the O.S.S. accountant presented the financial statement for quarter ending December 31, 2011, (Attachment B-icon below). The motion to approve the financial statement for quarter ending December 31, 2011 was made by member Bubar and seconded by member Ford. Motion carried.



Attach B-Finc'l Rpt
Qtr Ending 12-31-11

Organization of Self Insured Schools

January 19, 2012

Page 2

Broker's Report	The broker, Bill Tucker Jr. reported on the favorable revisions made to the Northern California ReLiEF (NCR) vacancy clause pertaining to vacant <i>sites</i> , effective January 12, 2012. He mentioned the O.S.S. would be sending out a revised bulletin to all member districts on these revisions.
Vacancy Clause	
Renewal Questionnaires	It was mentioned the renewal questionnaires have been sent to the brokers the beginning of January. Districts should be receiving theirs soon if they haven't already from their brokers. The questionnaires are due to Tucker-Alexander Insurance by 2/13/12.
Form 700	The Conflict of Interest Form 700 has been emailed to the O.S.S. Executive Committee members. These completed forms are due back to Tucker-Alexander Insurance by 4/02/12.
Laptops	The broker brought to the committee's attention an increase in the number of thefts of laptops from unattended vehicles. The discussion on possibly making those leaving their laptops in their vehicles partially responsible for the \$1,000 deductible which the districts incur each time a laptop is stolen. It was noted this would be a decision to be made by each individual district.

Administrator's Report	The O.S.S. claims administrator Erik Knak from Knak & Company presented his report, the O.S.S. <i>Loss History Review – (Incurred)</i> as of 01-17-2012, (Attachment C-icon below). Though the 2008-09 year was recently closed, a new claim opened for the 06/07 year. Copper wire claims are on the upswing. Cameras and security haven't seemed to make a difference in preventing this type of theft.
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Attach C-Loss
History Review

Loss Control Report

Enhancement of
OSS Website

O.S.S. risk manager; Dr. Henry Brock presented an outline of the recently enhanced O.S.S. website, highlighting its search feature, (Attachment D-icon below). O.S.S. members can locate information from a variety of sources by simply typing in a subject.



Attach D-OSS
Website

Action Items

Transportation
Policy

After extensive discussion on the transportation policy, it was moved by member Hudson and seconded by member Ford to form a sub-committee to perform a Best Practices Study and bring the results back to a subsequent meeting. Motion carried.

After additional discussion, it was the consensus of the Executive Committee that the existing Transportation Policy of the O.S.S. is to be followed by all the members until further notice.

Actuarial Proposal

The broker presented the proposal for 2012 actuarial services by Milliman, Inc. (Attachment E-icon below). The motion to approve the proposal as presented by the broker was made by member Cederquist and seconded by member Ford. Motion carried.



Attach E-Milliman
Contract for 2012

Investment Policy

The Executive Committee reviewed the changes to its investment policy as presented by the broker, (Attachment F-icon below). Such an annual review is mandated by the accreditation process. The motion to accept the revisions to the December 7, 2010 Investment Policy of the County of Fresno as was presented by the broker was made by member Ford and seconded by member Cederquist. Motion carried.



Attach F-Investment
Ply Changes

Organization of Self Insured Schools

January 19, 2012

Page 3

Action Items

Cont.
Loss Control
Services

Dr. Brock presented the three year loss control inspection contract with Poms & Associates, (Attachment G-icon below). The motion to accept the contract as presented was made by member Ford and seconded by member Bubar. Motion carried.



Attach G-Contract
for Loss Control Servi

Board Member Report

Member Cederquist requested an inquiry into what member districts are doing regarding three topics: Automatic External Defibrillators (AED); Addressing allergic reactions (Epipen), and Concussion care. It was the consensus of the committee to send an inquiry out to the districts on how they are addressing those three topics. Member Cederquist also passed out a flyer (Attach H-icon below) pertaining to the American Civil Liberties Union (ACLU) and sex education. It is the intention of the ACLU to expand their work on this subject to the Central Valley.



Attach H-ACLU &
Sex Education

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, April 19, 2012 at Favorito's in Fowler.

With no further business, the motion was made by member Ford and seconded by member Cederquist to adjourn the meeting. Motion carried and the meeting adjourned at 1:05 p.m.

Prepared by,

Donna Murry

Donna Murry
DA:dm

Approved by,

Diane Augusto

Diane Augusto
O.S.S. Secretary