

**OSS**  
ORGANIZATION OF  
**SELF-INSURED SCHOOLS**

**Executive Committee Meeting**

11:00 a.m. Thursday, July 26, 2012

Favorito  
115 N 6th  
Fowler, CA 93625

**Meeting Minutes**

**Call to Order**

In the absence of officers, Treasurer Wesley Sever called the meeting to order at 11:23 a.m.

**Attendance**

Kingsburg Joint Union School District  
Dr. Wesley Sever  
Carol Williamson

Central Unified School District  
Mike Berg  
Mary Romero

Pacific Union Elementary School District  
Annette Machado

Southwest Transportation Agency  
Hemanta Mungur

Kings Canyon Unified School District  
Adele Nikkel

Guests:  
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  
Scott Griffin

**Introductions**

The attending committee members and guests introduced themselves

**Approval of Agenda**

The motion to approve the agenda was made by member Nikkel and seconded by member Berg. Motion carried.

**Public Hearing Session**

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

**Consent Agenda**

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

- A. Approval of the minutes of the May 15, 2012 meeting as emailed.
- B. Approval of expenditures for quarter ending June 30, 2012 (Attachment A-icons below). Motion carried.



Attach A Expendts  
4th Qtr



Attach A Knak  
Expendts 4th Qtr

**Treasurer's Report**

Carol Williamson, the O.S.S. accountant presented the unaudited financial statement for quarter ending June 30, 2012, (Attachment B-icon below). The motion to approve the unaudited financial statement for quarter ending June 30, 2012 was made by member Berg and seconded by member Nikkel. Motion carried.



Attach B-Unaudit  
Fncls-Qtr End 6-30-12

**Broker's Report**  
Student Accd Ins

The broker, Bill Tucker Jr. presented literature on student accident insurance ratified by the NorCal ReLiEF (NCR) Board of Directors at their recent Underwriting Meeting, (Attachment C-icon below). The student accident program is administered by Buckman-Mitchell and includes tackle football.



Attach C Student  
Accd Ins

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## Broker's Report Cont.

- NCR Meetings The broker reported on the recent NCR meetings he attended the week prior -
- Strategic Planning Items discussed at the Strategic Planning meeting were:  
Perpetuation specifically for the NCR General Manager, was addressed and the desire of NCR members to be part of the process. The avenues on finding interested and qualified individuals to serve as members and officers on the various committees. The making of risk management tools more accessible to the NCR members.
- Executive Committee The rate stabilization funding was discussed. It was initially established to freeze the 2011/12 rates for the 2012/13 year. Funding is used from surplus, only to be used on years with significant increases in the rates, and with the approval from the NCR Executive Committee. The rate stabilization funding does comply with the NCR Equity Determination Policy.
- CAJPA Conference The California Association of Joint Powers Authorities (CAJPA) conference will be held this year from September 18 – 21 at South Lake Tahoe. NCR will cover the costs of their committee members to attend the conference which will enable them to work in the NCR booth in one hour shifts.

## Administrator's Report

The O.S.S. claims administrator Erik Knak from Knak & Company was unable to attend. His report, *The O.S.S. Loss History Review – (Incurred)* as of 07-17-2012 for years 2004-05 through 2011-12 was presented by the broker, Bill Tucker Jr., (Attachment D-icon below). The number of open claims and their reserves are up from a year ago. It is hoped the development of the current 2012-13 year will be more like that of the 2008-09 year than from the year just ending.



Attach D-OSS Loss  
History 07-17-12

## Loss Control Report

Anonymous Reporting Systems O.S.S. risk manager; Dr. Henry Brock reported on the two anonymous reporting systems available to O.S.S. member districts, TipNow and WeTip, (Attachment E-icon below). TipNow is a Mobile App based anonymous reporting system being offered for free whereas WeTip is the current system in use with a charge incurred by the O.S.S.



Attach E-Anonymous  
Reporting Systems

Metal Theft  
Protection

The risk manager compiled from a variety of sources, various practical options for preventing metal theft on campuses including protection for solar energy generation units, (Attachment F-icon below).



Attach F-Metal Theft  
Protection

AEDS The risk manager presented a summarized version of a report he assembled on three companies which provide automatic electronic defibrillators (AEDs); Cardiac Science, Zoll, and Philips. These three companies were extensively researched by both himself and the O.S.S. administrator, Bill Tucker, Jr and what they have to offer the O.S.S. districts. It was their opinion all three companies are creditable and each one has uniqueness to offer O.S.S. districts. The topic will be readdressed more thoroughly at the O.S.S. October meeting with the possibility of a group buy.

## Action Items

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 for the Organization of Self Insured Schools were necessary was made by member Berg and seconded by member Nikkel, (Attachment G, icons below). Motion carried.



Attach G-Conflict of  
Interest Plcy Review

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**Action Items**

**Cont.**

Concussion  
Care

Action on Concussion Care was tabled until the October meeting.

**Board Member  
Report**

Acting President Sever 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 scheduled meeting for the Executive Committee is 11:00 a.m. on Thursday, **October 18, 2012** at Favorito's in Fowler.

With no further business, Acting President Sever announced the meeting was adjourned at 11:51 a.m.

Prepared by,

*Donna Murry*

Donna Murry  
WS:dm

Approved by,

*Dr. Wesley Sever/dm*

Dr. Wesley Sever  
O.S.S. Acting President