



FRESNO COUNTY
SELF INSURANCE GROUP

Quarterly Board Meeting

1:30 p.m. Tuesday, January 08, 2013

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	Kingsburg Joint Union School District (Elem) Dr. Wesley Sever Carol Williamson
Kings Canyon Unified School District Adele Nikkel	Sanger Unified School District Marc Johnson Ken Marcantonio
Central Unified School District Kelly Porterfield	Guests: Sharon Castillo – <i>Tristar Risk Management</i> Tom Veal - <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>
Selma Unified School District Larry Teixeira Mark Sutton	
Firebaugh-Las Deltas Unified School District Russell Freitas	

Introductions The attending directors and guests introduced themselves.

Approval of Agenda The motion to approve the agenda was made by member Teixeira 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 Nikkel and seconded by member Teixeira to approve the consent agenda which included the following:
A. Approval of the minutes of the October 09, 2012 meeting as emailed.
B. Approval of expenditures for quarter ending December 31, 2012, (Attachment A).
Motion carried.

Treasurer's Report Carol Williamson, the F.C.S.I.G. accountant presented the revised financial statement for quarter ending December 31, 2012, (Attachment B).

Broker's Report

Claims Cost Analysis The broker, Bill Tucker, Jr. with Tucker-Alexander Insurance presented the claims cost analysis for period December 2012, (Attachment C).

Legal Bill Review Mr. Tucker reported on a proposal for reviewing F.C.S.I.G. legal bills by the firm, Bottomline Technologies. It was determined this service would be better suited to larger accounts as any savings would be offset by the fees charged by Bottomline Technologies.

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- Broker's Report**
Payroll Factor The broker queried the Executive Committee on amending the payroll factor for the purposes of estimating the workers' comp deposit premium for the 2013/2014 year. He stated Board to increase the payroll factor by three percent (3%) for the purposes of estimating the workers' comp deposit premium for the 2013/2014 year.
- Form 700
Conflict of Interest The Conflict of Interest filings will be emailed to the Board of Director members within the week. They are due back to Tucker-Alexander Insurance by April 2, 2013.
- Administrator's Report**
The F.C.S.I.G. claims administrator, Sharon Castillo with Tristar Risk Management presented a claims summary report showing claim payments by category, comparing similar time periods, (Attachment D). She also reported on the worker's comp reforms and the changes in rates, ultimately increasing the overall cost of the claims. She is cautiously optimistic about the reforms.
- Loss Control Report**
Training CD F.C.S.I.G. risk manager, Dr. Henry Brock reported on the insurance training / risk management CD, *District Insurance Essentials* now available. The CD provides a basic course in insurance as it pertains to the workers' comp side as well as property & liability. It will allow new employees a place to go should they have questions relating to insurance. Dr. Brock will be hand delivering the CDs to every member district. A Table of Contents was provided to show the subject matter on the CD, (Attachment E).
- AEDs The risk manager briefly touched on his December memo emailed to district liaisons, contact people & safety officers. The memo gave direction to districts interested in acquiring automated external defibrillators (AED). A sample board policy was included with the email. Any district wishing to be part of a group purchase for AEDs should contact the risk manager prior to February 1, 2013.
- Food Service Certification Dr. Brock thanked Fowler Unified for hosting the workshop for certifying food service personnel. He mentioned a significant amount of workers' comp claims come from food services.
- Claims Analysis It was mentioned the risk manager and the broker had an opportunity to perform an in depth analysis of the workers' comp claims for two F.C.S.I.G. member districts. The study results were provided to those two members, ultimately to help them identify and reduce their claim activities.
- Action Items**
- Actuarial Proposal The broker presented the proposal for 2013 actuarial services by Milliman, Inc. (Attachment F). The motion to approve the proposal as presented by the broker was made by member Teixeira and seconded by member Johnson. Motion carried.
- Investment Policy The Board reviewed the changes to its investment policy as presented by the broker, (Attachment G). F.C.S.I.G. adopts as its own, the Investment Policy of the County of Fresno and the annual review is mandated by the accreditation process. The motion to accept the revisions to the December 13, 2011 Investment Policy was made by member Johnson and seconded by member Nikkel. Motion carried.
- NOTE: The complete Investment Policy can be found online at the F.C.S.I.G website www.fcsigweb.org
- Board Member Report**
Adele Nikkel announced John Quinto as Ron Hudson's replacement to the F.C.S.I.G. Board. He will be joining Kings Canyon in mid January.
- Closed Session**
There were no items for closed session.
- Next Meeting/**
The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, May 07, 2013.**
- Adjournment**
The motion to adjourn the meeting was made by member Teixeira and seconded by member Johnson. The meeting adjourned at 2:20 p.m.

Prepared by,

Donna Murry

Donna Murry
EC:dm

Approved by,

Marc Johnson

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