

OSS
ORGANIZATION OF
SELF-INSURED SCHOOLS

Executive Committee Meeting

11:30 a.m. Thursday, May 6, 2014

Instructional Services Center

Fowler Unified District Office
658 E. Adams Ave.
Fowler, CA 93625

Meeting Minutes

Call to Order

President Larry Teixeira called the meeting to order at 11:35 a.m.

Attendance

Selma Unified School District Larry Teixeira	Los Banos Unified School District Dean Bubar
Kings River-Hardwick Union Elem School Dist. Trish Singh	Kingsburg Joint Union School District Carol Williamson Dr. Wesley Sever
Island Union Elementary School District Diane Augusto	Pacific Union Elementary School District Annette Machado
Sanger Unified School District Eduardo Martinez	Kerman Unified School District Kraig Magnussen
Kings Canyon Unified School District Dr. John Quinto Adele Nikkel	Guests: Erik Knak – <i>Knak & Co. Inc.</i> Dennis Williams - <i>Keenan & Associates</i> Dr. Henry Brock – <i>Brock's Loss Control</i> Bill Tucker - <i>Tucker-Alexander Ins.</i> Donna Murry – <i>Tucker-Alexander Ins.</i>
Fowler Unified School District Eric Cederquist	
Central Unified School District Kelly Porterfield	

Approval of Agenda

The broker Bill Tucker Jr. mentioned the need to table Action Item 9.4 *Consider Recommendation for At Large Membership on Executive Committee* until the Annual Board meeting on May 20, 2014. The motion to approve the agenda with aforementioned change was made by member Bubar and seconded by member Magnussen.

Ayes: Members Bubar, Williamson, Teixeira, Singh, Augusto, and Magnussen. Nays: None.
Abstentions: None. 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 Bubar and seconded by member Magnussen to approve the Consent Agenda which included the following:

- A. Approval of the minutes of the January 23, 2014 Executive Committee meeting as emailed.
- B. Approval of expenditures for quarter ending March 31, 2014 (Attachment A).

Ayes: Members Bubar, Williamson, Teixeira, Singh, Augusto, and Magnussen. Nays: None.
Abstentions: None. Motion carried.

Treasurer's Report

Carol Williamson, the O.S.S. accountant presented the financial statement for quarter ending March 31, 2014 to the Executive Committee, (Attachment B).

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- Broker's Report** The broker reported on the recent reaccreditation study for the O.S.S. The JPA received their accreditation with excellence for three years from California Association of Joint Powers Authorities (CAJPA) after review by their accreditation committee. A CAJPA lapel pin was presented to President Teixeira and Vice President Bubar for this honor.
- Accreditation with Excellence
- Members Machado, Porterfield, Quinto, and Nikkel arrived.
- Mandatory Abuse Reporting The broker presented information from Northern California Regional Liability Excess Fund (NCR) on the Mandatory Reporter Training program, resulting from an increase of child abuse claims and Assembly Bill 1432 *, (Attachment C). The goal of the program is to educate districts and to get training for all employees on an annual basis on the identification and reporting of suspected child abuse. AB 1432 would require school personnel to annually review these mandated reporting requirements and to submit proof to the applicable governing body within the first 6 weeks of each school year. Dennis Williams with Keenan & Associates handed out literature on Keenan's Abuse Prevention Center and the online training courses available which will track staff's progress, (Attachment D).
- * AB 1432 may be Goggled to obtain the full overview of this bill
- Claim Alert Injunctive Relief CAL 200 Mr. Tucker reported on a statewide lawsuit against school districts in California for failure to comply with Ed Cod 51210(g), the requirement of physical education (PE) for students in grades 1 to 6 for a total period of time of not less than 200 minutes each 10 school days. The action was brought by an attorney/parent who makes attempts to contact teachers via e-mail directly under the address doniam@aol.com. He stated not to answer any parental emails pertaining to PE. More details pertaining to the Injunctive Relief – CAL 200 lawsuit may be found in the attached, (Attachment E).
- Golf Tournament It was announced the Tucker/Magill Memorial Golf Tournament is scheduled this year for June 19, 2014 at the Sherwood Forest Golf Club. All are welcome.
- Revision to Bylaws & Agreement With Central Unified School District withdrawing as a member from the O.S.S., the broker stated it will be necessary to remove them as a permanent member from both the O.S.S. Bylaws and Agreement. It was the consensus of the Executive Committee to replace their position as a permanent member with another large district. Sanger Unified has agreed to fill this position. Both the Bylaws and Agreement will be amended to reflect this change and brought back to the next Executive Committee meeting on May 20 for review and recommendation for approval.
- Administrator's Report** The O.S.S. claims administrator Erik Knak from Knak & Company presented his report, the O.S.S. *Loss History Review – (Incurred)* as of 04-09-2014, years 2005-06 through 2013-14, (Attachment F).
- Loss Control Report** F.C.S.I.G. risk manager, Dr. Henry Brock presented his risk management report detailing the various areas of risk management he has addressed since the last meeting, (Attachment G). The Strategic Plan was presented and reviewed by the Ad Hoc Committee in March. Dr. Brock stated the plan, if approved by the Executive Committee under Action Items will be implemented July 1 of this year. The Strategic Plan was prompted by Central Unified's request for additional services, but done for the betterment of the entire JPA. He also stated there has been an increase in interest in workshop certification of food safety personnel and forklift operators.
- Action Items** Strategic Plan The risk manager & broker presented the Strategic Plan to the Executive Committee, (Attachment H). A first aid program is scheduled to begin July 1 of this year. Other items categorized by priority were reviewed. A second risk manager will be contracted with for assisting the districts in establishing the priorities listed, one being the review and update of districts' Injury and Illness Prevention Program (IIPP). The motion to recommend the implementation of the Strategic Plan to the Board as presented was made by member Magnussen and seconded by member Quinto.
- Ayes: Members Bubar, Williamson, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, and Quinto. Nays: None. Abstentions: None. Motion carried.
- Members Sever and Cederquist arrived.

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Action Items Cont.

Loss Fund Rate The broker presented the loss fund rate at the \$50,000 S.I.R. level with the modified premium for each member comparing the 2014/15 year with that from 2013/14, (Attachment I). The broker mentioned the renewal rate of \$19.23 reflects a 1.5% increase over the current rate of \$18.95, and was generated from an increase in the expenses. The motion to recommend the JPA loss fund renewal rate of \$19.23 to the Board was made by member Cederquist and seconded by member Quinto.

Ayes: Members Bubar, Sever, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, Quinto and Cederquist. Nays: None. Abstentions: None. Motion carried.

Rebate Payment The broker presented the estimated payable rebate for the 2013-14 year, (Attachment J) which was the sum of years 2011/12, 2012/13 and 2013/14. The first two years were not paid due to their modest amounts. The motion to recommend to the Board payment of the 2013/14 rebate was made by member Bubar and seconded by member Magnussen.

Ayes: Members Bubar, Sever, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, Quinto and Cederquist. Nays: None. Abstentions: None. Motion carried.

At-Large Membership The motion to table action on the At-Large Membership was made by member Cederquist and seconded by member Bubar.

Ayes: Members Bubar, Sever, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, Quinto and Cederquist. Nays: None. Abstentions: None. Motion carried.

Meeting Date/Times/Place The motion was made by member Singh and seconded by member Machado to approve O.S.S. Resolution #JPA O14-1 for establishing date, time and place of regular meetings of the O.S.S, (Attachment K).

Ayes: Members Bubar, Sever, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, Quinto and Cederquist. Nays: None. Abstentions: None. Motion carried.

Claims Admin Contract The broker presented the renewal contract for the claims administrator, Knak & Co, Inc, (Attachment L). The motion to accept the new three year contract was made by member Bubar and seconded by member Quinto.

Ayes: Members Bubar, Sever, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, Quinto and Cederquist. Nays: None. Abstentions: None. Motion carried.

SETECH Proposal The broker presented the new three year SETECH proposal, (Attachment M). Fees for year one remain the same as the current contract year with years two and three taking a slight increase. The motion to accept the new three year contract with SETECH was made by member Quinto and seconded by member Singh.

Ayes: Members Bubar, Williamson, Teixeira, Singh, Augusto, Magnussen, Machado, Porterfield, and Quinto. Nays: None. Abstentions: None. Motion carried.

Board Member Report President Teixeira 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 **1:30 p.m. on Tuesday, May 20, 2014** at Southwest Education Support center, Caruthers.

With no further business, President Teixeira announced the meeting was adjourned at 12:47 p.m.

Prepared by,

Donna Murry

Donna Murry
TS:dm

Approved by,

Trish Singh / dm

Trish Singh
O.S.S. Secretary