



## **Annual Board Meeting**

2:00 p.m. Tuesday, May 20, 2014  
Southwest Education Support Center  
16644 S. Elm  
Caruthers, CA 93609

### **Meeting Minutes**

**Call to Order** The meeting was called to order at 2:06 p.m. by President Larry Teixeira.

#### **Attendance**

Selma Unified School District Larry Teixeira	Los Banos Unified School District Dean Bubar
Kings Canyon Joint Unified School District Adele Nikkel	Sanger Unified School District Eduardo Martinez
Kerman Unified School District Kraig Magnussen	Fowler Unified School District Fresno Area Self Insurance Benefits dba EdCare Fresno County Self Insurance Group Eric Cederquist
Southwest Transportation Agency South County Support Services Agency Tony Mendes Sandra Robles	Firebaugh-Las Deltas Unified School District Russell Freitas
Laton Unified School District Tammy Alves	Central Valley Preschool Riverdale Unified School District Pete Faragia
Dinuba Unified School District Peggy Garispe	Guests: Erik Knak – <i>Knak &amp; Company</i> Dr. Henry Brock – <i>Brock's Loss Control</i> Bill Tucker - <i>Tucker-Alexander Ins.</i> Donna Murry – <i>Tucker-Alexander Ins.</i>
Valley Regional Occupational Program Debbe Marvin	
West Park Elementary School District Ralph Vigil	

**Quorum** A quorum of the Board of Directors was present.

**Introductions** The attending directors and guests introduced themselves.

**Approval of Agenda** The motion was made by member Bubar and seconded by member Nikkel to approve the agenda.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Martinez, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

**Public Hearing Session** President Teixeira asked if anyone wished to address the Board. There was no response.

**Consent Agenda** The motion to approve the consent agenda, which included the minutes of the May 21, 2013 meeting as emailed, was made by member Nikkel and seconded by member Magnussen.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Martinez, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

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- Broker's Report**    The broker, Bill Tucker Jr. mentioned Central Unified School District withdrawal from the O.S.S. will be effective 7/1/14.  
Central USD
- Webinar on Child Abuse Prevention    Keenan and Associates will be having a complimentary webinar on Child Abuse Prevention on May 28, 2014 (Attachment A). All districts are encouraged to partake in this webinar.
- EAP    The broker mentioned he was researching the availability of Employee Assistance Program (EAP) services and the possibility of group purchasing of such. O.S.S. might be able to offer this service if there was enough interest by the member districts.  
  
Member Martinez left.
- Administrator's Report**    The claims administrator for the O.S.S., Erik Knak from Knak & Company, presented the *O.S.S. Loss History Review – (Incurred) – 5-13-2014* for years 2005-06 through 2013-14, (Attachment B). He mentioned 11/12 was a bad year for property losses, consisting of a combination of water, fire, storm damage, and copper theft losses. He stated two other JPAs, of which he is involved had similar losses that year. The 12/13 year had a number of new claims recently coming in. On the upside, 13/14 is looking to be a good year. The O.S.S. varies between 50-80 open files, so the current open claim count of 61 is good.
- Loss Control Report**    Dr. Brock, O.S.S. risk manager reported on an increase in workshops involving certification of food safety personnel and forklift operators. In the area of back braces, he recommended should an employee ask for a back brace, then give one to them. The rest of his report would be given under the *Action Item 8.1 Consider Approval of the Strategic Plan*.
- Action Items**    The risk manager presented the Strategic Plan to the Board for their approval, (Attachment C). He started out by stating, through a comparison study it was found the O.S.S. compared very favorable to other JPAs which made up the study. He next reported the advisory group formed to review the services provided to the member districts consisted of personnel from both the O.S.S. and the workers' comp JPA, Fresno County Self Insurance Group (FCSIG) along with risk managers, claim administrators, and the broker of both JPAs. A second risk manager would be contracted with for assisting the district in establishing the priorities listed. Personal visits to each member district would be made to explain the new services offered and to determine what their needs are. The motion to accept the Strategic Plan as presented was made by member Cederquist and seconded by member Magnussen.  
  
Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.
- Loss Fund Rates    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 D). 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 accept the JPA loss fund renewal rate of \$19.23 was made by member Nikkel and seconded by member Cederquist.  
  
Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.
- NCR Rates    The broker presented the NCR liability and property rates to the Board as recommended by the Executive Committee for approval, (Attachment E). The liability rate for the O.S.S. took an increase over that from the year prior as did the excess liability rate. It was mentioned the abuse claims experienced by Northern California ReLief (NCR) have had an impact in this increase. The property rate took a decrease from the prior year. The motion to approve the NCR rates as presented was made by member Magnussen and seconded by member Nikkel.  
  
Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

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Action Items Cont.**

Rebates            The broker presented the rebate projection as calculated by the actuary, (Attachment F). The motion was made by member Bubar and seconded by member Magnussen to accept the rebate calculation as presented and for the rebate to be paid in the 13/14 year.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

OSS Budget        The motion to accept the O.S.S. Budget as presented by the broker was made by member Nikkel and seconded by member Magnussen, (Attachment G).

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

OSS Bylaws  
Amend            The broker presented the need to amend the O.S.S. Bylaws to reflect the changes to members of the O.S.S. Executive Committee due to the withdrawal of Central Unified School District. The decision to replace Central Unified with Sanger Unified School District and move Los Banos Unified School District from an at-large member to a permanent member was recommended to the Board by the Executive Committee. The motion was made by member Magnussen and seconded by member Nikkel to replace Central Unified as a permanent member on the Executive Committee with Sanger Unified and to move Los Banos Unified from their at-large position to that of a permanent member on the Executive Committee, making five permanent members and leaving only five at-large members on the Executive Committee, (Attachment H). The one director from an elementary school district remains unchanged.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

OSS Agreement  
Amend            The broker also mentioned the same amendment needed to be made to the O.S.S. Agreement as was the recommendation of the Executive Committee. The motion was made by member Magnussen and seconded by member Nikkel to amend the O.S.S. Agreement to replace the position held by Central Unified School District as a permanent member on the Executive Committee with Sanger Unified School District and to move Los Banos Unified School District from their at-large position to that of a permanent member on the Executive Committee, making five permanent members and leaving only five at-large members on the Executive Committee, (Attachment I). The one director from an elementary school district remains unchanged.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

A signature page will be mailed to all Board of Director members not present as signatures of all members are required to amend the O.S.S. Agreement

A full copy of the amended Bylaws and Agreement will be available on the OSS website ([www.ossweb.org](http://www.ossweb.org)).

At-Large  
Membership        The at-large membership on the Executive Committee as amended was presented, (Attachment J). The motion to approve the slate of at-large members on the Executive Committee as recommended for approval was made by member Magnussen and seconded by member Bubar.

Ayes: Members Bubar, Magnussen, Cederquist, Teixeira, Nikkel, Mendes, Robles, Freitas, Faragia, Alves, Garispe, Marvin and Vigil. Nays: None. Abstentions: None. Motion carried.

**Board Member Report**        President Teixeira asked if any member had items to report. There was no response.

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**Closed Session** There were no items for closed session.

**Next Meeting/  
Adjournment** The next scheduled Annual Board Meeting is 10:00 a.m. on **Tuesday, May 19, 2015** at ***Southwest Education Support Center.***

With no further business, the meeting adjourned at 2:49 p.m.

Prepared by,

*Donna Murry*

Donna Murry  
LT:dm

Approved by,



Larry Teixeira  
O.S.S. Acting Secretary