

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

**Executive Committee Meeting**

11:00 a.m. Thursday, July 23, 2015

Favorito  
115 N 6th  
Fowler, CA 93625

**Meeting Minutes**

**Call to Order**

President Larry Teixeira called the meeting to order at 11:06 a.m.

**Attendance**

Selma Unified School District  
Larry Teixeira

Kingsburg Joint Union School District (Elem)  
Carol Williamson

Kings River-Hardwick Un Elem School District  
Trish Singh

Kerman Unified School District  
Kraig Magnussen

Kings Canyon Unified School District  
Dr. John Quinto  
Adele Nikkel

Guests:  
Donna Abersman – *Chatbleu Risk Consulting Assoc*  
Tom Russo – *Keenan & Associates*  
Dr. Henry Brock – *Brock's Loss Control*  
Bill Tucker - *Tucker-Alexander Ins.*  
Donna Murry – *Tucker-Alexander Ins.*  
Juan R. Sandoval – Public  
Alfonso Padron - Public

Fowler Unified School District  
Eric Cederquist

Sanger Unified School District  
Eduardo Martinez

**Approval of Agenda**

The motion to approve the agenda was made by member Quinto and seconded by member Magnussen.

Ayes: Members Teixeira, Williamson, Magnussen, Singh, Cederquist, and Quinto. Nays: None. Abstentions: None. Motion carried.

**Public Hearing Session**

President Teixeira asked if anyone wished to address the Committee. Juan Sandoval and Alfonso Padron addressed the Executive Committee regarding litigation with Parlier Unified School District.

**Consent Agenda**

The motion was made by member Quinto and seconded by member Magnussen to approve the Consent Agenda which included the following:

- A. Approval of the minutes of the May 19, 2015 Executive Committee meeting as emailed.
- B. Approval of expenditures for unaudited year ending June 30, 2015, (Attachment A).

Ayes: Members Teixeira, Williamson, Magnussen, Singh, Cederquist, and Quinto. Nays: None. Abstentions: None. Motion carried.

**Treasurer's Report**

The O.S.S. accountant, Carol Williamson presented the financial statement for unaudited year ending June 30, 2015 (Attachment B).

**Broker/Manager's Report**

Remarketing  
Consultant Intro

The broker/JPA manager, Bill Tucker, introduced Donna Abersman with Chatbleu Risk Consulting Associates to the Executive Committee. The O.S.S. has contracted with Ms. Abersman for the remarketing of the O.S.S. insurance program. She presented the remarketing strategy for the program and a tentative timeline outlining when certain key activities would be taking place. The first task would be to mail a survey to various JPAs or similar risk groups for their input. Bill Tucker will solicit within the Executive Committee a remarketing committee for their input in the search.

Member Martinez arrived.

NCR Executive  
Comm Meeting

Bill Tucker reported on the recent NorCal ReLIEF (NCR) Executive Committee meeting he attended the week earlier. The highlights are as follows:

- Cyber Liability* – There is a webinar on the Keenan PC Bridge website which explains how to file an incident report/claim which is very informative. This coverage is new for the 2015-16 year.
- Claim Data* – The top 5 Leaders of Property & Liability Losses were listed, (Attachment C).

## Organization of Self Insured Schools

July 23, 2015

Page 2

- Manager's Rpt Cont.** *Auxiliary Organizations Policy Revisions* – To have coverage under the MOC, auxiliary organizations (booster clubs) must be formed in compliance with Ed Codes 51520-51521. A handout discussing these guidelines was passed out, (Attachment D). The O.S.S. allows for on premises only liability for groups which have been endorsed under their coverage.
- NCR Exec Comm Meeting Cont.
- Revolving Accts Ed Code 42801-42801.5 requires the person handling revolving accounts to be bonded, (Attachment E). The bonding of these employees would be covered under the district's crime policy.
- MOC Renewal The renewal of the MOC has been received and will be distributed to the brokers once the crime policy is received. Tom Russo with Keenan & Associates will check the status of the crime renewal.
- Meeting Time The manager stated there appears to be interest in amending the meeting time of the O.S.S. quarterly Executive Committee to accommodate districts in outreaching areas. A survey will be conducted to gather everyone's input.

### Administrator's Report

The O.S.S. claims administrator Erik Knak from Knak & Company was unable to attend due to a scheduling conflict. His report, *The O.S.S. Loss History Review – (Incurred)* as of 07-14-2015, years 2007-08 through 2014-15, was presented by Bill Tucker, (Attachment F). In comparison with the May 2015 report, there are 67 open claims, down by 8, and \$1.21 M in reserves down \$45,000.

### Loss Control Report

O.S.S. risk manager, Dr. Henry Brock presented his risk management report detailing the various areas of risk management he is currently involved, (Attachment G):

- (1) Planning for the implementation of the revised OSS Strategic Plan has begun. The area of most interest was preparing emergency procedures for each district.
- (2) The Implementation of the California Child Abuse and Neglect Reporting Act (CANRA), AB 1432 continues as this is the first complete school year of its requirements.
- (3) Progress is being made toward the goal of implementing a pilot Return to Work Program.
- (4) *Supervising for Safety* online training is available at Get Safety Trained.com as student supervision continues to account for significant losses to the JPA.
- (5) Information on NCR's Matching Grant Program has been distributed to member districts.
- (6) A newly updated Training Matrix has been sent to districts.

### Action Items

Election of Officers

The motion to retain the current slate of officers was made by member Cederquist and seconded by member Quinto.

Ayes: Members Teixeira, Williamson, Magnussen, Singh, Cederquist, Quinto, and Martinez. Nays: None. Abstentions: None. Motion carried.

The officers for 2015/16 are:

*President* – Larry Teixeira  
*Vice President* – Dean Bubar  
*Secretary* – Trish Singh  
*Treasurer* – Wesley Sever

### Board Member Report

There were no items for closed session.

### Next Meeting/Adjournment

The next scheduled meeting for the Executive Committee is **11:00 a.m., Thursday, October 22, 2015** at Favorito's, Fowler.

With no further business, the meeting adjourned at 12:06 p.m.

Prepared by,

*Donna Murry*

Donna Murry  
TS:dm

Approved by,

*Trish Singh*

Trish Singh  
O.S.S. Secretary