

OSS
ORGANIZATION OF
SELF-INSURED SCHOOLS

Executive Committee Meeting

11:00 a.m. Thursday, October 22, 2015

Instructional Services Center *

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

*A last minute change in availability of venue caused the O.S.S. quarterly Executive Committee to be moved to Fowler's Instructional Services Center

Meeting Minutes

- Call to Order** President Larry Teixeira called the meeting to order at 11:05 a.m.
- Attendance**
- | | |
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| Selma Unified School District
Larry Teixeira | Kingsburg Joint Union School District (Elem)
Dr. Wesley Sever
Carol Bray |
| Kings River-Hardwick Un Elem School District
Trish Singh | Kerman Unified School District
Kraig Magnussen |
| Kings Canyon Unified School District
Adele Nikkel | Southwest Transportation Agency
Sandra Robles |
| Fowler Unified School District
Keith Loewen | Guests:
Gustavo Corona – <i>Borchardt, Corona & Faeth</i>
Erik Knak – <i>Knak & Company</i>
Tom Russo – <i>Keenan & Associates</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> |
| Sanger Unified School District
Eduardo Martinez
Kevin Edwards | |
| Los Banos Unified School District
Don Laursen | |
- Introductions** The attending committee members and guests introduced themselves.
- Approval of Agenda** President Teixeira mentioned the need to move Approval of the Financial Audit up to after the Treasurer's Report. The motion to approve the agenda with the aforementioned change was made by member Magnussen and seconded by member Singh.
- Ayes: Members Teixeira, Sever, Magnussen, Singh, Robles, Loewen, Nikkel, Martinez and Laursen.
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 Martinez and seconded by member Magnussen to approve the Consent Agenda which included the following:
- A. Approval of the minutes of the July 23, 2015 Executive Committee meeting as emailed.
 - B. Approval of audited expenditures for year ending June 30, 2015, (Attachment A) and the expenditures for quarter ending September 30, 2015, (Attachment B).
- Ayes: Members Teixeira, Sever, Magnussen, Singh, Robles, Loewen, Nikkel, Martinez and Laursen.
Nays: None. Abstentions: None. Motion carried.
- Treasurer's Report** The O.S.S. accountant, Carol Bray presented the audited financial statement for year ending June 30, 2015 (Attachment C) and the financial statement for quarter ending September 30, 2015, (Attachment D).

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Action Items

Financial Audit

Gustavo Corona with the firm Borchardt, Corona & Faeth, presented the O.S.S. financial audit for years ending June 30, 2015 and 2014, (Attachment E). He stated the audit was an unqualified opinion, with all financial data being fairly stated. The motion to accept the financial audit report as presented was made by member Nikkel and seconded by member Magnussen.

Ayes: Members Teixeira, Sever, Magnussen, Singh, Robles, Loewen, Nikkel, Martinez and Laursen.
Nays: None. Abstentions: None. Motion carried.

Broker/Manager's Report

Remarketing Of Program Update

The JPA manager, Bill Tucker presented the status report from the consultant, Donna Abersman of *Chatbleu Consulting Associates* hired for the remarketing of the O.S.S. program and a timeline for completing each task, (Attachment F). One change to the remarketing committee will be the addition of Wesley Sever with Kingsburg Jt Un School District (Elem).

NCR Executive Comm Meeting

Bill Tucker reported on the recent NorCal ReLIEF (NCR) Executive Committee meeting he attended the week earlier. It was stated NCR is in good financial shape with the 14/15 year having the lowest losses in three years. It was advised to start preparing for the predicted rainy season, El Nino by walking your campuses to find areas needing attention to avoid water loss claims. Highlights from the *Predicting & Preventing Abuse* seminar was given by Diane Cranley. She is available to present her prevention training seminar to districts with the suggestion of a joint session with Tulare County Schools Self Insurance Authority & the O.S.S. being organized.

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 10-12-2015, years 2007-08 through 2014-15, (Attachment G). He also handed out an additional report, *OSS Loss Report Summary In NCR Layer*, (Attachment H). The years 2013-14 & 2014-15 each had 16 claims totaling over \$790,000.

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 I):

(1) The updating of each district's Injury and Illness Prevention Program (IIPP) is complete. (2) The Implementation of the O.S.S. strategic plan is under way and will include an Active Shooter/Lockout plan, a Comprehensive School Safety plan, and an Emergency Preparedness plan. (3) The distribution of a DVD & safety binder for each district will be provided. (4) Per a survey undertaken, no significant consensus for a change in meeting times or dates surfaced for the O.S.S., (Attachment J).

Action Items

SETECH Rpt

Tom Russo with Keenan & Associates presented highlights from the *SETECH Report, A financial Management Information Report For the Fiscal Years Ended June 30, 2014 and June 30, 2015* on behalf of Mary Boyer who was unable to attend due to a scheduling conflict. The motion to accept the SETECH Report was made by member Nikkel and seconded by member Singh.

Ayes: Members Teixeira, Sever, Magnussen, Singh, Robles, Loewen, Nikkel, Martinez and Laursen.
Nays: None. Abstentions: None. Motion carried.

The full SETECH Report is attached, (Attachment K).

Closed Session

There were no items for closed session.

Board Member Report

Present Teixeira mentioned there will be a joint meeting between O.S.S. and Fresno County Self Insurance Group (F.C.S.I.G.) to inform the members about the remarketing plan of both JPAs. More information on the date, time, and location will be forthcoming.

Next Meeting/Adjournment

The next scheduled meeting for the Executive Committee is **11:00 a.m., Thursday, January 12, 2016** at Favorito's, Fowler.

With no further business, the meeting adjourned at 12:02 p.m.

Prepared by,
Donna Murry

Donna Murry
TS:dm

Approved by,
Trish Singh

Trish Singh
O.S.S. Secretary