


FRESNO COUNTY
SELF INSURANCE GROUP

Quarterly Board Meeting

1:30 p.m. Tuesday, May 02, 2017

**J. Frank Parks Education Center
Selma Unified School District
3036 Thompson Ave.
Selma, CA 93662**

Meeting Minutes

Call to Order Vice President Kraig Magnussen called the meeting to order at 1:30 p.m.

Attendance

Kerman Unified School District Kraig Magnussen	Kingsburg Joint Union School District (Elem) Carol Bray Dr. Wesley Sever
Mike Iribarren Alvina Elementary School District	Firebaugh-Las Deltas Jt Unified School District Russell Freitas
Selma Unified School District Larry Teixeira	Fresno County Superintendent of Schools Laurie Gabriel
Southwest Transportation Agency Sandra Robles	Guests: Sharon Castillo – <i>Tristar Risk Management</i> Tom Veale - <i>Tristar Risk Management</i> Curt Crockett – <i>Tristar Risk Management</i> Amy Dolson – <i>Poms & Associates</i> Bill Tucker - <i>Tucker-Alexander Ins.</i> Donna Murry – <i>Tucker-Alexander Ins</i>
Fowler Unified School District Eric Cederquist	
Valley Regional Occupational Program Dora Alvarado	

Approval of Agenda The motion to approve the agenda was made by member Teixeira and seconded by member Bray.

Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, and Robles. Nays: None. Abstentions: None. Motion carried.

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

Consent Agenda The motion was made by member Teixeira and seconded by member Freitas to approve the consent agenda which included the following:

- A. Approval of the minutes from the January 10, 2017 meeting as emailed.
- B. Approval of expenditures for quarter ending March 31, 2017, (Attachment A).

Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, and Robles. Nays: None. Abstentions: None. Motion carried.

Member Sever arrived

Treasurer's Report Carol Bray, the F.C.S.I.G. accountant presented the financial statement for quarter ending March 31, 2017, (Attachment B).

JPA Manager's Report

Claims Cost
Analysis

The JPA manager, Bill Tucker with Tucker-Alexander Insurance presented the Claims Cost Analysis for period ending March, 2017, (Attachment C). He mentioned the April data came in the day prior showing even better claims results with that month having 23 fewer claims and \$133,452 less in incurred claim costs. He presented a mini report for period ending April 2017, (Attachment D).

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Manager's Report Cont.

Status of JPA
Manager Search

Mr. Tucker gave a report on the progress on the search for his position upon his pending retirement. He mentioned the Request for Proposal (RFP) was reviewed by the search committee as well as legal counsel, emailed out to several interested candidates, posted to the CAJPA and F.C.S.I.G. websites. The deadline for filing is May 19, 2017.

Golf Tournament

Mr. Tucker mentioned the Tucker/Magill Memorial Golf Tournament will be held this year on Thursday, June 15 at the Sunnyside Country Club. Information pertaining to the tournament will be emailed out shortly. If anyone is interested in playing or learning more about the tournament, they may contact Tucker-Alexander Insurance, (559) 819-1024.

Central Valley
Preschool

The O.S.S. member, Central Valley Preschool is in the process of merging with Riverdale Joint Unified School District. It is not known at this time exactly when this merger will finalize. Notice will be given in the form of a letter of withdrawal when the process is finalized. A Withdrawal Reserve Account (WRA) will be set up for them.

Administrator's Report

The F.C.S.I.G. claims administrator, Sharon Castillo with Tristar Risk Management presented the claims matrix for the period 7/01/16 – 3/31/17, and its comparison with the year prior, (Attachment E). The claims costs associated with the six (6) departing districts were broken out. The closing out of claims for those same districts by Compromise & Release (C&R) resulted in an overall increase of 4% in paid claims. Also noted was Medicare mandates a large amount to be set aside for future medical costs in order to fund and close out claims.

Loss Control Report

F.C.S.I.G. risk manager, Amy Dolson from Poms and Associates presented the loss control report detailing the various areas of risk management she is currently involved, (Attachment F).

Menu of Services

A menu of services which are offered to F.C.S.I.G. members was presented which also included specialized and mandated trainings, safety audits, and program development, (Attachment G).

Ergonomics
Evaluation

Ms. Dolson also mentioned she is a Certified Ergonomic Assessment Specialist (CEAS) and is providing Ergonomic Workstation Evaluations at no cost to members, (Attachment H).

Website Encryption

The F.C.S.I.G. website recently went through the encryption process which allows data passing between the web server and browsers to remain private and secure. The website address will now begin with HTTPS: The website's address is <https://www.fcsigweb.org/>

Online Training
Coordinator Webinar

The online training provider, School Insurance Program for Employees (SIPE), required each District to have a contact to be the Online Training Coordinator for the GetSafetyTrained.com online system and to assist SIPE in answering employee questions about district policies, job title changes, required or assigned training, email issues, and help with other support questions. A webinar for training purposes was recorded and is available on the F.S.I.G. website at: <https://www.FCSIGweb.org/online-resource-center/?category=115>.

Member Visits &
Claim Reviews

With help from Sharon Castillo of Tristar, several claim reviews have been conducted for members having the highest claim frequency and severity.

Return to Work
Training

The first staff training on "How to Implement a Return to Work Program at your District" was held on December 8, 2016 with representatives from seven member districts in attendance. The second workshop was held on April 4, 2017 with representatives from eight member districts. As three workshops were budgeted, a poll of remaining members will be taken to determine any interest.

Members Cederquist and Gabriel arrived

Risk Control
Training

Several risk control training seminars have been scheduled for upcoming workshops:
Forklift Operator Certification – June 14 at Selma USD
Pesticide Handler and IPM Coordinator Training – June 27 at Southwest Transportation
Ergonomics Training – provided per district request.

Action Items

Meeting Dates/
Times/Place

The motion was made by member Teixeira and seconded by member Sever to approve the F.C.S.I.G. Resolution #JPA F17-2 for establishing date, time, and place of regular meetings of F.C.S.I.G. (Attachment I).

Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, Robles, Sever, Cederquist, and Gabriel.
Nays: None. Abstentions: None. Motion carried.

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Action Items – cont.

- At-Large Members The motion was made by member Sever and seconded by member Teixeira to retain the current slate of at-large members on the Board, (Attachment J).
Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, Robles, Sever, Cederquist, and Gabriel.
Nays: None. Abstentions: None. Motion carried.
- Tristar Proposal The JPA manager presented the three year costs and outline of services for Tristar Risk Management, (Attachment K). Tom Veal with Tristar mentioned claims admin fees in years two and three will be increased by the greater of 2.5% or the annual change in the consumer price index (CPI) for the area and decreased by the pending indemnity claims from the six (6) departing districts as they close. The motion to approve the proposal as presented was made by member Teixeira and seconded by member Sever.
Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, Robles, Sever, Cederquist, and Gabriel.
Nays: None. Abstentions: None. Motion carried.
- SETECH Agreement The JPA manager, Mr. Tucker presented the new three-year Service Enhancement Technologies (SETECH) Services Agreement, (Attachment L). SETECH provides the financial management information report in addition to the Management’s Discussion & Analysis (MD&A) for F.C.S.I.G.’s financial audit. The motion to approve the agreement with SETECH was made by member Freitas and seconded by member Teixeira.
Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, Robles, Sever, Cederquist, and Gabriel.
Nays: None. Abstentions: None. Motion carried.
- Risk Manager Selection Through the RFP process for risk manager, the JPA manager mentioned Poms and Associates was the chosen firm and presented their three-year proposal for the position of risk manager, (Attachment M). Their fees remained constant as with their prior contract. The motion to approve the proposal from Poms and Associates for the F.C.S.I.G. risk manager was made by member Freitas and seconded by member Cederquist.
Ayes: Members Magnussen, Bray, Iribarren, Freitas, Teixeira, Robles, Sever, Cederquist, and Gabriel.
Nays: None. Abstentions: None. Motion carried.
- Board Member Report** There were no comments by the Board members.
- Next Meeting/Adjournment** The next quarterly meeting is scheduled for 1:30 p.m. on **Tuesday, June 13, 2017**, in Selma at their district office. The meeting adjourned at 1:30 p.m.

Prepared by,
Donna Murry

Donna Murry
MI:dm

Approved by,
Mike Iribarren/dm

Mike Iribarren
F.C.S.I.G. Secretary