



Northern California Regional Liability Excess Fund

2355 Crenshaw Blvd, Suite 200, Torrance, CA 90501
(310) 212-3344, Fax (310) 212-0300

Executive Summary Underwriting/Member Services Committee Meeting June 16, 2017

The Northern California ReLiEF Underwriting/Member Services Committee took place on June 16, 2017 at the Keenan San Jose, CA office. The following are highlights from the meeting:

President:

Kimberly Dennis
Alameda County
Schools Insurance
Group

Vice President:

Brent Swanson
Tulare County
Schools Self
Insurance Authority

Secretary:

William Tucker
Organization of
Self-Insured Schools

Treasurer:

Scott Lantsberger
Washington Unified
School District

Memorandum of Coverage Revision(s)

There were four items of discussion in regard to coverage to include: 1) Booster Definition 2) Ensuing Loss Definition 3) Rental Vehicle Exclusion and 4) Criminal Act Exclusion.

The Committee is recommending the following changes:

- 1) Booster Definition-**Booster Club** means an organization that is formed to support a district sponsored athletic, academic or extracurricular program. "Associate club" was removed and extracurricular was added to eliminate any ambiguity with ASB.
- 2) Ensuing Loss Definition-The Manager advised that the following was added back into 17-18 MOC that was erroneously omitted from prior year MOC. "If loss by water otherwise ensures, this **Memorandum of Coverage** shall cover the sums to effect repairs to the **Property Damaged**, excluding the system or appliance from which the water escaped."
- 3) Rental Vehicle Exclusion-There was a discussion concerning members renting out vehicles to third parties and whether the Committee wanted to entertain an exclusion. The matter was reviewed to an Ad Hoc Committee for further discussion and consideration for the 18-19 MOC.
- 4) Criminal Act Exclusion-The committee was advised of a high exposure Southern California ReLiEF case wherein the employee's actions were not intentional but resulted in a criminal Act. The MOC, as currently written, provides coverage to individuals in incidents where there is no intent. The Committee recommended further discussion at the Ad Hoc Committee.

It was recommended that the Ad Hoc committee consist of Stacy Lane, Brent Swanson, Erik Knak and the Manager to work through #1, 3 and 4.

Auxiliary Organization Policy

With the recent change in the policy to not underwrite any new Boosters after October 20, 2016 and phase out endorsed Boosters as of June 30, 2019, the Committee reviewed the current Auxiliary Organization Application to see if additional questions needed to be added to vet out potential Boosters in the application process. The Committee recommended and took action on the addition of two questions:

- 1) Is this Organization a Booster?
- 2) Does the School District have control over the activities and finances of the organization?

Matching Grant Program

The Committee discussed the Matching Grant Criteria, improvements to the application and approval process and clarification language in the policy to more clearly define matching to avoid any ambiguity. The Committee suggested that members provide a signed "affidavit" with their application that all high priority safety inspection items have been rectified and attach a photo for proof of compliance. Committee members were also asked to provide additional eligibility criteria, as it relates to liability matters as historically grants have focused on "surveillance". It was also recommended a definition of "matching" be included in the guidelines. The Committee will review





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again at the September meeting. In the meantime, a communication piece will be sent by the Manager to the members advising that the program will continue with new parameters with applications to be received in the Fall.

Special Agency Rating Policy-Transportation agencies

The Committee has started to review NCR's underwriting process for Special Agencies to verify that this risk is being appropriately managed with appropriate contribution. The Committee reviewed the Transportation Agencies currently underwritten by NCR and will review Sister JPA's and ROP's at later meetings. The Committee reviewed the 3 transportation agency's that participate in the program and it was identified that 2 of the 3 have districts in the transportation agency that are not members of NCR. The Committee asked the Manager to follow up and provide governing documents, safety inspections and other relevant information for review and discussion at the next meeting.

Child Abuse Prevention Program

Ron Martin advised that version 3.0 of the online Mandated Reporter Training will be available for the upcoming school year. The latest version will include basic elements of grooming, boundaries and isolation in addition to the mandated requirements. Also, the introduction to Child Abuse and Grooming Microlearning Video Series will be posted to Keenan Safe Schools. A communication will be going out to the membership as to details and dates of availability.

Stop!T

The Committee was advised that Stop!T has agreed to continue the pilot program going into the 17-18 fiscal year. The Manager will be reaching out to districts to see if they are interested in participating. In the meantime, the Manager will be setting up a test district so that the functionality of the system can be tested and demonstrated at NCR Committee meetings.

The next Underwriting/Member Services Committee meeting will be held on September 29, 2017 at the Keenan office in San Jose, CA.

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