

MINUTES



ANNUAL BOARD OF DIRECTORS MEETING

TUESDAY, MAY 15, 2018

10:00 a.m.

Southwest Education Support Center

16644 S. Elm

Caruthers, CA 93609

I. CALL TO ORDER - President Larry Teixeira called the meeting to order at 10:01 a.m.

II. ROLL CALL

OFFICERS & EXECUTIVE COMMITTEE:

SELMA UNIFIED SCHOOL DISTRICT

PACIFIC UNION ELEMENTARY SCHOOL DISTRICT

KINGS RIVER-HARDWICK UNION ELEMENTARY SCHOOL DISTRICT

KINGSBURG JOINT UNION SCHOOL DISTRICT (ELEMENTARY)

FIREBAUGH-LAS DELTAS JOINT UNIFIED SCHOOL DISTRICT

FOWLER UNIFIED SCHOOL DISTRICT

ISLAND UNION ELEMENTARY SCHOOL DISTRICT

KERMAN UNIFIED SCHOOL DISTRICT

KINGSBURG JOINT UNION HIGH SCHOOL DISTRICT

LOS BANOS UNIFIED SCHOOL DISTRICT

SOUTHWEST TRANSPORTATION AGENCY

Larry Teixeira, President

Annette Machado, Vice President

Trish Singh, Secretary

Carol Bray, Accountant

Russell Freitas, Member at Large

Eric Cederquist, Permanent Member

Diane Augusto, Member at Large

Kraig Magnussen, Permanent Member

Don Shoemaker, Member at Large

Don Laursen, Permanent Member

Sandra Robles, Member at Large

MEMBERS:

ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT

CLAY JOINT ELEMENTARY SCHOOL DISTRICT

DINUBA UNIFIED SCHOOL DISTRICT

FRESNO AREA SELF-INSURANCE BENEFITS ORGANIZATION (DBA: EdCare Group)

FRESNO COUNTY SELF-INSURANCE GROUP

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

LATON JOINT UNIFIED SCHOOL DISTRICT

SOUTH COUNTY SUPPORT SERVICES AGENCY

VALLEY REGIONAL OCCUPATIONAL PROGRAM

WASHINGTON UNIFIED SCHOOL DISTRICT

WEST PARK ELEMENTARY SCHOOL DISTRICT

WEST PARK ELEMENTARY SCHOOL DISTRICT

WEST PARK ELEMENTARY SCHOOL DISTRICT

WESTSIDE ELEMENTARY SCHOOL DISTRICT

WESTSIDE ELEMENTARY SCHOOL DISTRICT

Mike Iribarren

Brenda Sylvia

Peggy Garispe

Scott Griffin

Kraig Magnussen

Jeff Becker

Victor Villar

Sandra Robles

Dora Alvarado

Chris Vaz

Ralph Vigil

Yolanda Padilla

Deniella Bytheway

Baldo Hernandez

Edith Gustafson

ADMINISTRATORS & CONSULTANTS:

KEENAN & ASSOCIATES

KEENAN & ASSOCIATES

KEENAN & ASSOCIATES

KNAK & COMPANY

POMS & ASSOCIATES

AGRI-CENTER INSURANCE AGENCY

Tom Russo, JPA Administrator

Donna Murry, Account Manager

Mike Phenicie, Director of Loss Control

Erik Knak, Third Party Administrator via Telephone

Amy Dolson, Risk Manager

Jim Hunnicutt, Broker

III. APPROVAL OF AGENDA

2017 / 2018-28

ACTION

The Board of Directors retains the right to change the order in which agenda items are discussed. Subject to review by the Board, the agenda is to be approved as presented. Items may be deleted or added for discussion only according to G.C. Section 54954.2

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Freitas and seconded by member Magnussen and unanimously carried to approve the Agenda as presented. Absent: Members Pina, Percell, Sylvia, J. Hernandez, Garispe, Gabriel, Rodgers, Barlow, Marshall, Villar, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, Cruz, and B. Hernandez.

IV. PUBLIC COMMENTS

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

V. CONSENT AGENDA

2017 / 2018-29

ACTION

The Board of Directors to consider the following items within the Consent Agenda:

- Approval of the Minutes of the May 16, 2017 Board of Directors meeting as emailed.
- Approval of the Minutes of the July 20, 2017 Special Board of Directors meeting as emailed.
- Approval of Expenditures for Period Ending April 30, 2018.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Magnussen and seconded by member Laursen and unanimously carried to approve the Consent Agenda as presented. Absent: Members Pina, Percell, Sylvia, Garispe, J. Hernandez, Gabriel, Rodgers, Barlow, Marshall, Villar, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, Cruz, and B. Hernandez.

CORRESPONDENCE

No items to present.

VI. CLAIMS

2017 / 2018-30

THIRD PARTY ADMINISTRATOR CLAIMS UPDATE

INFO

Erik Knak, Claims Administrator for the O.S.S. presented his report via telephone. The years 2008/09, 2009/10, 2010/11 2011/12, 2012/13 have no claims with 2013/14 having 1 newly opened claim related a to a sexual abuse case involving both the OSS and CRMA. 2014/15 has 2 open claims, 2015/16 has 4 open claims, 2016/17 has 8 open claims, with the current 2017/18 with 19 opens claim for a total of \$521,000 in reserves, down \$139,000 from one year ago. In summary, there has been a sizable reduction in Net Incurred numbers for the 2014/15 and 2015/16 years with 2016/17 looking to be an average year and 2017/18 shaping up to be a very good year, led by excellent General Liability experience thus far. The new 2013/14 abuse claim is indicative of the potential volatility for an older year claims period to incur adverse additional exposure due to the applicability of Civil Code 340.1 or the ability to file an abuse lawsuit up to age 26. This affirms the need for each OSS member to adopt the recommended AR 3320 and BP 3320 changes and incorporate same into an updated claim form.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

Member Villar arrived.

VII. UNDERWRITING

SISTER JPA DEDUCTIBLE

**2017 / 2018-31
INFO**

The Administrator reported to the Board the decision by the Executive Committee to have Sister JPAs incur a \$1,000 deductible for liability should a claim arise since they do not pay a contribution to the Loss Fund.

(Note: OSS members other than Sister JPAs currently have a \$0 deductible for liability.)

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

Member Sylvia arrived.

NORTHERN CALIFORNIA ReLiEF (NCR) UPDATE

**2017 / 2018-32
INFO**

- Executive Summaries of the NCR Claims & Coverage, Underwriting, Finance, and Risk Management Committee Meetings were presented.
- 935 Case Law Member Alert – The importance of adopting the revised AR 3320, BP 3320 and Tort Claim form was discussed. Adoption of the revised forms will shorten the extended reporting period as opposed to taking no action and extending the statute almost indefinitely for dates of loss after January 1, 2009. Samples of these forms were previously sent out to all OSS members.
- A new online special education course known as Exceptional Child is now available through Keenan Safe Schools.
- AB1719 : Beginning in the 2018/19 school year, California school districts that require a course in health education for graduation from high school must include in that course instructions in performing compression-only cardiopulmonary resuscitation (CPR).
- School Bus Child Safety Alert System Regulations requires that all school buses, school pupil activity buses, youth buses and child care vehicles must be equipped with a Child Safety Alert System (CSAS) to prevent children being left unattended on buses.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

Member Garispe arrived.

CL-01 CYBER LIABILITY POLICY DEDUCTIBLE

**2017 / 2018-33
INFO**

The Account Manager presented the Cyber Liability Policy Deductible - CL-01 to the Board of Directors for review and information. The policy establishes a \$1,000 deductible for each member who might have a claim under the Cyber Liability coverage.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

Member B. Hernandez and Edith Gustafson from Westside Elementary arrived.

O.S.S. BLANKET ACCIDENT INSURANCE PROGRAM

**2017 / 2018-34
INFO**

The \$2,500 excess Blanket Student Accident Insurance Program provided by the Organization of Self-Insured Schools for its members was reviewed.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

PTO AND BOOSTER CLUB COVERAGE

**2017 / 2018-35
INFO**

Donna Murry, Account Manager presented a market for affordable coverage for Parent Teacher Organizations and Booster Clubs through R.V. Nuccio to the Board of Directors for their information. Effective 7/01/19, coverage for these groups will no longer be available under the NCR memorandum of coverage (MOC).

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VIII. FINANCIAL

TREASURER'S REPORT

**2017 / 2018-36
ACTION**

Carol Bray, the Authority's accountant presented the Treasurer's report to the Board of Directors for the period through 4/30/18 for review and consideration. Total operating revenues were at 100% with revenues of \$4,685,451 and operating expenses at 90% with expenditures of \$4,062,491.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Freitas and seconded by member Magnussen and unanimously carried to approve the treasurer's report as presented. Absent: Members Pina, Percell, J. Hernandez, Gabriel, Rodgers, Barlow, Marshall, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, and Cruz.

LOSS FUND CONTRIBUTION

**2017 / 2018-37
ACTION**

The Administrator presented the Loss Fund contribution spreadsheet to the Board of Directors for their consideration, reflecting a 80% probability level with a 1.5% discount at a \$50,000 retention.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Freitas and seconded by member Magnussen and unanimously carried to approve the Loss Fund Contribution as presented. Absent: Members Pina, Percell, Gabriel, J. Hernandez, Rodgers, Barlow, Marshall, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, and Cruz.

2018/2019 PRELIMINARY POOL CONTRIBUTION SPREADSHEET

**2017 / 2018-38
ACTION**

Tom Russo presented the NCR Preliminary Pool Contribution Spreadsheet to the Board of Directors for their review and recommendation for approval by the Executive Committee. Overall OSS realized a 13.8% increase in their renewal premium from various increases in exposure such as Lottery ADA, Property TIV, EDP TIV, and increase in the OSS Liability ex-mod due to claim activity. Without the change in exposure, preliminary net NCR increase was 12.3%. Each individual member would have their own unique set of exposure circumstances directly affecting their renewal premium. Tom stated this was a *preliminary* indication as the excess rates have not yet been finalized and for the members to budget an additional \$1.00 per ADA to their estimated contribution.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Freitas and seconded by member Magnussen and unanimously carried to approve the Preliminary Pool Contribution Spreadsheet as presented. Absent: Members Pina, Percell, Gabriel, J. Hernandez, Rodgers, Barlow, Marshall, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, and Cruz.

2018/2019 PRELIMINARY BUDGET

**2017/2018-39
ACTION**

Donna Murry presented the Preliminary Budget for the 2018/19 to the Board for approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Magnussen and seconded by member Laursen and unanimously carried to approve the Preliminary Budget for the 2018/19 year. Absent: Members Pina, Percell, Gabriel, J. Hernandez, Rodgers, Barlow, Marshall, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, and Cruz.

IX. ADMINISTRATION

FUTURE MEETING DATES & LOCATIONS

2017 / 2018-40
ACTION

The Board of Directors reviewed the meeting dates and locations for the 18/19 fiscal year for both the Executive Committee and the Annual Board of Directors meetings. The dates and times presented for the Executive Committee were: 7/11/18, 10/10/18, 01/09/19, and 4/10/19 at 11:00 a.m. at the Spike N Rail in Selma with the Board of Directors meeting to be held on 05/22/19 at Southwest Education Support Center in Caruthers at 10:00 a.m., the Executive Committee would be meeting the hour prior to the Board.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion was made by member Freitas and seconded by member Robles and unanimously carried to approve the meeting dates, times and locations for the Executive Committee and the Board of Directors for the 2018/19 year. Absent: Members Pina, Percell, Gabriel, J. Hernandez, Rodgers, Barlow, Marshall, Iqbal, Lopez, Manser, Hirschfield, Wilson, Sandoval, Green, and Cruz.

W/C VOLUNTEER RESOLUTIONS

2017 / 2018-41
INFO

The Account Manager presented the list of the Organization of Self-Insured Schools member districts who have passed a Volunteer W/C Resolution.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

DONNA MURRY'S NEW CONTACT INFORMATION

2017 / 2018-42
INFO

Donna Murry, Account Manager presented her new contact information. Her old Tucker-Alexander Insurance email will soon be unavailable for use.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

STATUS OF RENEWAL CERTIFICATES

2017 / 2018-43
INFO

The Account Manager reminded the members, certificate lists need to be submitted by May 15, 2018 to assure a timely renewal of the certificates.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

X. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

2017 / 2018-44
INFO

Amy Dolson, the OSS Risk Manager presented the updates on Loss Control.

- Diane Cranley Webinar Series on *Child Sexual Abuse Prevention* is in the final stages of development for OSS members.
- Upcoming Workshops
 - Hartford Steam Boiler Electrical and HVAC Maintenance Workshop on May 17, 2018
 - Pesticide Handler Safety Workshop on June 19, 2019Space is still available for both
- IMReady Emergency Preparedness Program & Presentation was spoken about briefly by Keenan's Director of Loss Control, Mike Phenicie.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

XI. INFORMATION

MEMBER COMMENTS

President Teixeira thanked Sandra Robles for hosting the meeting. He also thanked Eric Cederquist for the many years of service he has given to the OSS with his pending retirement on 6/30/18.

Member Baldo Hernandez also thanked Eric for his humor and wit he has provided to all in his 41 years of service as an educator.

ADMINISTRATION COMMENTS

None

XII. AGENDA ITEMS FOR NEXT MEETING

Members and others may suggest items for consideration at the next Board of Directors' meeting on **Wednesday, May 22, 2019**, Southwest Education Support Center, 16644 S. Elm, Caruthers. Currently scheduled items include:

- Treasurer's Report
 - Claims Update
 - Preliminary Pool Contribution Spreadsheet
 - Preliminary Budget
 - Future Meeting Dates
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XIII. ADJOURNMENT

Motion to adjourn the meeting was made by member Magnussen and seconded by member Laursen. Meeting adjourned at 11:12 a.m.

Americans with Disabilities Act:

The Organization of Self-Insured Schools Property & Liability JPA conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof. A request for disability-related modification or accommodation, in order to participate in a public meeting of the Organization of Self-Insured Schools Property & Liability JPA, shall be made to: Donna Murry, Account Manager, Keenan & Associates, 2133 High Street, Ste E, Selma, CA 93662, 800-654-8347 extension 2037.