

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

**MINUTES**

**EXECUTIVE COMMITTEE MEETING**

WEDNESDAY, JANUARY 20, 2021

11:00 AM

This meeting will be conducted by **Zoom**. Locations will not be provided as the Brown Act has been partially suspended due to Coronavirus (COVID-19).

**I. CALL TO ORDER**

President Teixeira called the meeting to order at 11:01 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 ELEMENTARY 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  
May Yang, Permanent Member  
Diane Augusto, Member at Large  
Kraig Magnussen, Permanent Member  
Don Shoemaker, Member at Large  
Amer Iqbal, Permanent Member  
Gary Geringer, Member at Large

**ADMINISTRATORS & CONSULTANTS:**

KEENAN & ASSOCIATES  
KEENAN & ASSOCIATES  
KNAK & COMPANY  
POMS & ASSOCIATES

Tyler Houston, Account Executive  
Donna Murry, Account Manager  
Erik Knak, Third Party Administrator  
Amy Dolson, Risk Manager

**III. APPROVAL OF AGENDA**

**2020/2021-30**

**ACTION**

The Executive Committee retains the right to change the order in which agenda items are discussed. Subject to review by the Executive Committee, 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

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Iqbal and unanimously carried to approve the Agenda as presented. Absent: Members Freitas, Machado and Shoemaker.

**IV. PUBLIC COMMENTS**

The public may address the Executive Committee on any matter pertaining to the JPA that is not on the agenda. The President reserves the right to limit the time of presentation by individual or topic.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

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## V. CONSENT AGENDA

2020/2021-31

**ACTION**

The Executive Committee considered the following items within the Consent Agenda:

- Approval of Minutes of the October 14, 2020 Executive Committee Meeting as Emailed
- Approval of Expenditures for Quarter Ending December 31, 2020

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Iqbal and unanimously carried to approve the Consent Agenda as presented. Absent: Members Freitas, Machado and Shoemaker.

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## VI. CORRESPONDENCE

2020/2021-32

**INFO**

The Account Manager, Donna Murry presented correspondence received:

1. The Special Districts' Financial Transaction Letter as received from the State Controller's office and the report as filed in response by the JPA auditor Gus Corona. This report provides the State information on the officers and fiscal officer for OSS and also provides a financial snapshot of the JPA.
2. The receipt for payment of the CAJPA dues which was \$1,500.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

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## VII. CLAIMS

### THIRD PARTY ADMINISTRATOR UPDATE

2020/2021-33

**INFO**

Erik Knak, Claims Administrator for the OSS presented his Loss History Review – (Incurred) – 01-11-2021 to the Executive Committee. The years, 2011/12, 2012/13, 2013/14, 2015/16, 2016/17 and 2017/18 have no open claims with 2014/15 having only 1 open claim related to bullying allegations. Year 2018/19 has been a very good year with only 1 claim open out of the 71 opened to date. Year 2019/20 has been a difficult year, presently with 12 open claims out of 51 opened thus far to date. The majority of the total incurred from that year have been from 7 large Property claims and 5 large Liability claims. The current 2020/21 year has had only 14 claims opened thus far, which includes 3 large Property claims for a warehouse fire, gym floor water damage and multi-room vandalism. In summary, there are a total of 22 open claims, down 4 from one year ago with reserves of \$298K down \$52K also from one year ago.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

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## VIII. UNDERWRITING

### NCR UPDATE

2020/2021-34

**INFO**

The Account Executive, Tyler Houston provided the following information from the NCR Executive Committee Meeting Summaries, the highlights were:

- **Finance Committee;** the financial position of the JPA (NCR) continues to be fiscally strong and stable, the Loss Portfolio Transfer (LPT) protection balance has increased from \$42M to almost \$50M, and the NCR financial audit reported a clean audit with no exceptions.
- **Board of Directors;** NCR received an accreditation with excellence status from CAJPA. Market Updates is showing 2020 to be a record year for storm and wildfire losses. SAFER is in a good position strategically, with their Board approving an ex-mod system for their Property & Liability excess base rates for its members. He also mentioned, Larry Teixeira was elected to the SAFER Board as an Alternate.
- **Claims & Coverage;** the class action lawsuits filed in New York and California on behalf of special ed students have now been dismissed by each court.
- **Underwriting/Member Services;** NCR as well as the OSS have contracted with AssetWorks to provide property valuation services. Both contracts are due to expire June 30, 2021 with a new 5-year contract now being reviewed. Various cost savings are being considered such as the elimination of the printed reports and the district site plans, and to have inspections only on buildings that are valued at 100,000 and above. The minimum contribution rates for Special Agencies have not increased or been adjusted since 2008, recommendations by the Committee for revising the rates for SELPA/Food Service Agency/Sister JPAs will be sent to the Board of Directors for approval.

**NCR UPDATE – Cont.**

**2020/2021-34**

**SELF Assessment Invoices** have been received by OSS members. These invoices were a result of the passage of AB 218. It was mentioned that SELF provided an option for districts to pay all 3 years assessment at a 3% discount, but it's entirely up to the district's discretion as to how they want to proceed with payment. He reiterated these assessments were in no way connected to the NCR/SAFER program.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

Member Shoemaker arrived.

**2021/2022 RENEWAL QUESTIONNAIRE UPDATE**

**2020/2021-35**

**INFO**

The Account Manager reported the 2021/22 Questionnaires have been released and sent to all brokers and to be on the lookout for such. The completed questionnaires are due back by Friday, February 5, 2021.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

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**IX. FINANCIAL**

**TREASURER'S REPORT**

**2020/2021-36**

**ACTION**

The Executive Committee reviewed the Treasurer's Report for Quarter ending December 31, 2020 as presented by the OSS accountant, Carol Bray for consideration. Total operating revenues were at 99% with the total revenue for the fiscal year to date of \$5,571,586. Operating expenses were at 90% which included rebate & WRA payments with the fiscal year to date expenditures of \$5,032,763.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Iqbal and unanimously carried to approve the Treasurer's Report as presented. Absent: Members Freitas and Machado.

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**X. ADMINISTRATION**

**PROPOSAL FOR ACTUARIAL SERVICES FOR 2021**

**2020/2021-37**

**ACTION**

The Account Executive presented the proposal for actuarial services from Milliman, Inc to the Executive Committee for the 2021 year. Milliman's fees have remained unchanged from the year prior.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen with a second by member Singh and unanimously carried to accept the proposal for actuarial service for 2021 by Milliman, Inc. Absent: Members Freitas and Machado.

**INVESTMENT POLICY REVIEW**

**2020/2021-38**

**ACTION**

The OSS is required to annually review its investment policy. Since they have adopted the Investment Policy of the County of Fresno as their own, the changes to aforementioned policy were presented for the Executive Committee's review.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Magnussen, seconded by member Augusto and unanimously carried to accept the November 17, 2020 version of the Investment Policy. Absent: Member Freitas and Machado.

**CONFLICT OF INTEREST, FORM 700 UPDATE**

**2020/2021-39**

**INFO**

The Account Manager mentioned Form 700, Conflict of Interest filing has been emailed to members of the Executive Committee, Alternates and Consultants. The forms need to be mailed back to P.O. Box 1404, Selma by 4/1/2021 as original signatures are needed.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

Member Machado arrived.

## CONSIDERATION OF FIRM TO PROVIDE LEGAL SERVICES

2020/2021-40  
ACTION

Mr. Houston presented the proposals received for providing legal services for the OSS to the Executive Committee for their consideration. The two proposals which were received and considered came from Lozano Smith and Baker Manock & Jensen. Both firms are highly regarded. Lozano Smith does work with many current and former OSS member districts whereas Baker Manock & Jensen does not.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: After much discussion, the motion was made by member Magnussen with a second by member Iqbal and unanimously carried to accept the proposal as submitted by Baker Manock and Jensen.

Absent: Member Freitas

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## XI. RISK MANAGEMENT UPDATES

2020/2021-41  
INFO

Amy Dolson, the OSS Risk Manager presented the following updates on Loss Control services and risk management information.

- OSS Safety & Security Grant Program 20/21; there is still time to submit your application as the deadline is 6/30/21.
- Title IX Training Resources; the Title IX Basics Training with Megan Farrell webinars can now be accessed on the OSS website at <https://www.ossweb.org/webinars/>. The risk manager also reiterated information from the *Keenan Title IX Regulatory Changes and Keenan SafeSchools and Keenan SafeColleges Training Resources* Special Notice December 2020 bulletin which lists key provision of the new Title IX regulations and training requirements.
- Next Gen PRO Introduction; a new Pom's report writing tool which is tablet based will allow their consultant to write reports directly within the program while in the field, reducing report writing and delivery time. This will allow districts easier access to reports and will be available in either PDF or Excel formats. The client portal is not yet ready, but the risk manager will notify everyone when it is and also provide a quick tutorial for them.
- All of the site visits and report delivery for the NorCal safety audits and playground inspections are finished with the exception of one which will be completed soon.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

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## XII. INFORMATION

### MEMBER COMMENTS

None

### ADMINISTRATION COMMENTS

None

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## XIII. AGENDA ITEMS FOR NEXT MEETING

Items for consideration at the next Executive Committee meeting on **Wednesday, April 14, 2021, Legends (Spike N Rail), 2910 Pea Soup Anderson Blvd, Selma, CA 93662** include:

- OSS Loss History Report
- Treasurer's Report for Quarter Ending March 31, 2021.
- Approval of Milliman Actuarial Report
- Review of the Loss Fund Rates and Recommendation to the Board of Directors
- NCR Experience Rating for the OSS
- Consideration of Paying a Rebate
- Future Meeting Dates & Locations

#### **XIV. ADJOURNMENT**

With no further business, the meeting adjourned at 11:50 A.M.

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#### **Americans with Disabilities Act:**

The Organization of Self-Insured Schools, a 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, P.O. Box 1404, Selma, CA 93662. Documents and materials relating to an open session agenda item that are provided to the O.S.S. Executive Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 3036 Thompson Ave; Selma, CA 93662.