


SELF INSURANCE GROUP
MINUTES

BOARD OF DIRECTORS MEETING

WEDNESDAY, JANUARY 18, 2023

1:00 P.M.

LEGENDS TAP HOUSE & GRILL

2910 PEA SOUP ANDERSON BLVD

SELMA, CA 93662

I. CALL TO ORDER

II. ROLL CALL

OFFICERS & BOARD OF DIRECTORS PRESENT:

SOUTHWEST TRANSPORTATION AGENCY

SELMA UNIFIED SCHOOL DISTRICT

ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT

FIREBAUGH-LAS DELTAS JOINT UNIFIED SCHOOL DISTRICT

FOWLER UNIFIED SCHOOL DISTRICT

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

KERMAN UNIFIED SCHOOL DISTRICT

KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT

Gary Geringer, President

Andrea Affrunti, Vice President

Mike Iribarren, Secretary

Dr. Roy Mendiola

Albert Ordonez

Rhonda Lodridge

Diane Lira

Carol Bray, Accountant

MEMBERS

PARLIER UNIFIED SCHOOL DISTRICT

VALLEY REGIONAL OCCUPATIONAL PROGRAM

Dr. Jose Reyes

Dora Alvarado

ADMINISTRATORS & CONSULTANTS:

KEENAN

KEENAN

KEENAN

POMS & ASSOCIATES

ASPEN RISK MGMT GROUP-A TRISTAR COMPANY

TRISTAR RISK MANAGEMENT

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Pia Bayetti, Account Coordinator

Tyler Houston, Account Executive

Donna Murry, Account Manager

Amy Dolson, Risk Manager

Erica Baird, Risk & Safety Consultant via conference phone

Sharon Castillo, Third Party Administrator

Tom Veale, President via conference phone

III. APPROVAL OF AGENDA

2022/2023-20

ACTION

The Authority retains the right to change the order in which agenda items are discussed. Subject to review by the Board of Directors, 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 by member Bray with a second by member Affrunti and unanimously carried to approve the Agenda as presented. Absent: Members Sever, Yang, and Dixon

IV. PUBLIC COMMENTS

Members of the community wishing to address the Board about items on the agenda or items not on the agenda may do so. Speakers are requested to limit comments to three (3) minutes; individual speakers may not give their time away to another spokesperson.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

V. CONSENT AGENDA

**2022/2023-21
ACTION**

The Board of Directors considered the following items within the Consent Agenda:

- Approval of Minutes of the October 12, 2022 Board of Directors Meeting as emailed.
- Approval of the Audited Expenditures for Year ending June 30, 2022.
- Audited Expenditures for Quarter ending September 30, 2022.
- Expenditures for Quarter ending December 31, 2022, including Tristar’s Monthly Claims Expenses.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Iribarren with a second by member Mendiola and unanimously carried to approve the Consent Agenda as presented. Absent: Members Sever, Yang, and Dixon

VI. CORRESPONDENCE

**2022/2023-22
INFO**

Donna Murry, the Account Manager presented correspondence received.

1. The report filed by the JPA auditor Gus Corona in response to the Special Districts’ Financial Transaction Letter received from the State Controller’s office. This report provides information to the State on the officers and fiscal officer for FCSIG and also provides a financial snapshot of the JPA.
2. The receipt for payment of the CAJPA dues which was \$2,000.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VII. CLAIMS

THIRD PARTY ADMINISTRATOR UPDATE

**2022/2023-23
INFO**

Erica Baird, Risk/Safety Consultant with Tristar presented the FCSIG Stewardship Report as of 12/31/22. Sharon Castillo, Claims Administrator for Fresno County Self-Insurance Group (FCSIG) presented the claims update report for review which consisted of the following:

- Nurse Triage Report, Utilization Review Summary, the Open Claims Log Summary for Districts that terminated their membership in FCSIG, and a report on the increase of medical payments. It was mentioned TTD Rates increased by over 5% on 1/1/23.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VIII. UNDERWRITING

LEGISLATIVE UPDATE

**2022/2023-24
INFO**

Tyler Houston, the Account Executive presented legislative updates/current events affecting the workers’ compensation program on behalf of Tony Zuniga. He announced that Mr. Zuniga will be giving an Ed Code Benefits workshop on 2/15/23 and 2/16/23. He also presented a Workers’ Comp abbreviation and term document to aid those working in the W/C arena.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

PAYROLL FACTOR FOR 2023/2024

**2022/2023-25
INFO**

The Board of Directors discussed a 3% increase in payrolls for the 2023/24 year.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

IX. FINANCIAL

TREASURER’S REPORT

2022/2023-26

ACTION

Carol Bray, the FCSIG Accountant presented the Audited Treasurer’s Reports for Year ending June 30, 2022 and Quarter ending September 30, 2022, and the Treasurer’s Report for Quarter ending December 31, 2022, to the Board of Directors for review and approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Affrunti with a second by member Iribarren and unanimously carried to approve the Treasures Report as presented. Absent: Members Sever, Yang, and Dixon.

X. ADMINISTRATION

CAJPA RE-ACCREDITATION STATUS & REVIEW

2022/2023-27

ACTION

Donna Murry presented the FCSIG/CAJPA Accreditation Report to the FCSIG Board for their review and action. She stated the Accreditation Committee conferred continuous accreditation effective Nov 1, 2022 for a period of three years. There was only one requirement for Accreditation with Excellence that was needed, a Strategic Planning Session which was held and will be reported on by Tyler Houston. She did state a requirement for the next accreditation period, though only a suggestion for this time was Enterprise Risk Management (ERM). The ERM is to determine that the JPA leadership has an ongoing process to identify major overall risk areas for the JPA and a plan to reduce these risks to a relatively low level.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Mendiola with a second by member Affrunti and unanimously carried to accept the report as presented. Absent: Members Sever, Yang, and Dixon.

FCSIG STRATEGIC PLANNING SESSION

2022/2023-28

INFO/ACTION

Tyler Houston provided highlights of the recent FCSIG Strategic Planning Session which was held on December 1, 2022. Amy Dolson had provided a loss analysis report that helped to identify the primary loss drivers, which provided an insight as to where the loss control and risk management efforts should be directed. It was also noted moneys are available to be returned to the members, one possibility was through a rate stabilization. This would require working with the actuary on a future study. A Mission Statement was also developed and presented to the FCSIG Board for their review and action.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Affrunti with a second by member Iribarren and unanimously carried to approve the FCSIG Mission Statement as presented. Absent: Members Sever, Yang, and Dixon.

PROPOSAL FOR ACTUARIAL SERVICES FOR 2023

2022/2023-29

ACTION

Tyler Houston presented the Milliman Proposal for Actuarial Studies to the Board of Directors for review and action.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Affrunti with a second by member Iribarren and unanimously carried to approve the Proposal for Actuarial Services for 2023 as presented. Absent: Members Sever, Yang, and Dixon.

INVESTMENT POLICY REVIEW

2022/2023-30

ACTION

Donna Murry presented the Investment Policy of County of Fresno Auditor-Controller/Treasurer-Tax Collector to the Board of Directors for their review and action. It was noted there were no changes to the Investment Policy.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: Motion by member Mendiola with a second by member Affrunti and unanimously carried to approve the Investment Policy as presented. Absent: Members Sever, Yang, and Dixon.

CONFLICT OF INTEREST, FORM 700 UPDATE

**2022/2023-31
INFO**

Donna Murry updated the Board of Directors on the Conflict of Interest, Form 700 for 2022. The forms need to be mailed back to P.O. Box 1404, Selma by 4/3/22 as original signatures are needed.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: None

WITHDRAWAL RESERVE ACCOUNT (WRA) DEFICIT INVOICES

**2022/2023-32
ACTION**

Tyler Houston presented an update to the Board of Directors on the WRA Deficit Invoices sent out.

- Riverdale JUSD paid their invoice. We have not yet received payment from Sanger USD. Tyler Houston summarized all communications with Sanger USD up to this point and advised that he will continue to work with the district on payment of the invoice. He will provide a status update at the April meeting.

PUBLIC COMMENTS: None

COMMITTEE CONSIDERATION: The action was tabled until the April meeting upon further notice of Sangers' payment.

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

**2022/2023-33
INFO**

Amy Dolson, the Risk Manager presented the updates on Loss Control services as per the following:

- **Training Sessions completed:**
 - FCSIG Workers' Compensation Workshop – December 9, 2022 – Fowler USD
 - 17 Attendees from 10 member districts
- **Upcoming Training:**
 - Ed Code Training Workshop with Tony Zuniga, Keenan Risk Management Analyst – February 15 & 16, 2023
- **Keenan's Special Education Academy** – Pilot program with Selma USD and FCSS – in progress
 - Six virtual sessions from November 2022 – April 2023
 - Situational Awareness
 - Child Abuse Prevention
 - Equipment Safety in Lifting and Transferring
 - Best Practices in Transportation
 - Liability Concerns in the Special Education Environment
 - Supervision for Students with Exceptional Needs
- **Ergonomics Evaluations (virtual & onsite)** – available
 - Completed - Kerman USD – 3 virtual evaluations
- **Claim Review Meetings with Tristar** – ongoing
 - FCSS – Scheduled January 25, 2023
- **Cal/OSHA COVID-19 Non-Emergency Regulation** – a handout was included for the Members' review.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

No comments by the members

ADMINISTRATION COMMENTS

Donna Murry announced her retirement at the end of the 2023 calendar year. She mentioned she has worked with FCSIG for the past 35 years. Pia Bayetti would be taking her place as the account manager and is currently in training.

XIII. AGENDA ITEMS NEXT MEETING

Members and others may suggest items for consideration at the Board of Directors' meeting scheduled for **1:00 p.m. on Wednesday, April 19, 2023, Legends**, 2910 Pea Soup Anderson Blvd, Selma. Currently scheduled items include:

- Third Party Administrator Update
- Treasurer's Report for Quarter Ending March 31, 2023
- Tristar Contract
- Poms & Associates Risk Manger Contract
- SETECH Financial Management Info Report Contract
- Future Meeting Dates & Locations

XIV. ADJOURNMENT

With no further business, the meeting was adjourned at 2:45pm

Americans with Disabilities Act:

Fresno County Self-Insurance Group, Workers' Compensation 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 Fresno County Self-Insurance Group, Workers' Compensation 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 F.C.S.I.G. Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 3036 Thompson Ave; Selma, CA 93662.