

MINUTES



BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 24, 2024
1:00 P.M.

I. CALL TO ORDER at 1:04 PM

II. ROLL CALL

OFFICERS & BOARD OF DIRECTORS:

SOUTHWEST TRANSPORTATION AGENCY	Gary Geringer, President
ALVINA ELEMENTARY CHARTER SCHOOL DISTRICT	Mike Iribarren, Secretary
FIREBAUGH-LAS DELTAS JOINT UNIFIED SCHOOL DISTRICT	Dr. Roy Mendiola
FOWLER UNIFIED SCHOOL DISTRICT	Albert Ordonez
FRESNO COUNTY SUPERINTENDENT OF SCHOOLS	Tannon Pafford
KERMAN UNIFIED SCHOOL DISTRICT	Kraig Magnussen
KERMAN UNIFIED SCHOOL DISTRICT	Gabriel Melgoza, Alt
KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT	Carol Bray, Accountant
SELMA UNIFIED SCHOOL DISTRICT	Alma Banuelos-Lopez

MEMBERS

VALLEY REGIONAL OCCUPATIONAL PROGRAM	Dora Alvarado
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ADMINISTRATORS & CONSULTANTS:

KEENAN	Tyler Houston, Account Executive
KEENAN	Pia Bayetti, Account Manager
KEENAN	Pa Vue, Account Coordinator
KEENAN	Tony Zuniga, Risk Management Analyst
KEENAN	Hesam Fayaz, SETECH
BORCHARDT & CORONA	Gus Corona, Auditor
POMS & ASSOCIATES	Amy Dolson, Risk Manager
TRISTAR RISK MANAGEMENT	Sharon Castillo, Third Party Administrator
TRISTAR RISK MANAGEMENT	Tom Veale, President

ABSENT

KINGSBURG JOINT UNION ELEMENTARY SCHOOL DISTRICT	Dr. Wesley Sever, Treasurer
SELMA UNIFIED SCHOOL DISTRICT	Dr. Scott Pickle
FOWLER UNIFIED SCHOOL DISTRICT	May Yang

III. APPROVAL OF AGENDA

2023/2024-17

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

BOARD CONSIDERATION: Motion by member Iribarren and second by member Melgoza to unanimously carried to approve the Agenda as presented.

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

V. CONSENT AGENDA

**2023/2024-18
ACTION**

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

- Approval of Minutes of the October 11, 2023 Board of Directors Meeting as emailed.
- Approval of the Audited Expenditures for Year ending June 30, 2023*
- Approval of the Audited Expenditures for Quarter ending September 30, 2023.
- Approval of the Expenditures for Quarter ending December 31, 2023, including Tristar’s Monthly Claims Expenses.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Melgoza and second by member Pafford and unanimously carried to approve the consent agenda as presented.

VI. CORRESPONDENCE

**2023/2024-19
INFO**

Pia Bayetti, the Account Manager presented correspondence received. Items discussed below

- 2022-2023 Special Districts Financial Transaction Report was shown, this was turned in by the Auditor to the State per requirements.
- CAJPA Dues Receipt was shown as paid for the \$2000 membership dues.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VII. CLAIMS

THIRD PARTY ADMINISTRATOR UPDATE

**2023/2024-20
INFO**

Sharon Castillo, Claims Administrator for Fresno County Self-Insurance Group (FCSIG) presented the claims update report for review. Stewardship Loss Analysis, Nurse Triage Report, Utilization Review Summary was presented, Sharon noted that 37% of claimants who contacted Nurse Triage were able to be directed to Self-Care, with potential total saving of the Nurse Triage program at \$310,401.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

VIII. UNDERWRITING

LEGISLATIVE UPDATE

**2023/2024-21
INFO**

Tony Zuniga, Risk Management Analyst, presented legislative updates/current events affecting the workers’ compensation program. Several bills such as SB 636 (Workers’ Compensation Utilization Review) did not make it through which is good news for the districts as they would have caused a decreased number of providers available and increased the delays in UR determination.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

PAYROLL FACTOR FOR 2024/2025

**2023/2024-22
INFO**

The Board of Directors discussed a 3% increase in payrolls for the 2024/25 year.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: None

IX. FINANCIAL

TREASURER’S REPORT

**2023/2024-23
ACTION**

Carol Bray, the FCSIG Accountant presented the Audited Treasurer’s Reports for year ending June 30, 2023 and Quarter ending September 30th, 2023, and the Treasurer’s Report for Quarter ending December 31, 2023, to the Board of Directors for review and approval.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Iribarren and second by member Mendiola and unanimously carried to approve the Treasurer’s Report as presented.

FINANCIAL MANAGEMENT INFORMATION REPORT *

**2023/2024-24
ACTION**

Hesam Fayaz with SETECH a division of Keenan & Associates presented the Financial Management Information Report for the Fiscal Years Ended June 30, 2022 and June 30, 2023 to the Board of Directors for review and approval. It was noted that there was nearly 7% (\$2,944,823) increase in Total Assets, a 1% (\$162,597) decrease in Total Liabilities, and a 13% (\$3,107,420) increase in Total Net Position.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Pafford and second by member Iribarren and unanimously carried to approve the Financial Management Information Report as presented.

FINANCIAL AUDIT REPORT*

**2023/2024-25
ACTION**

Gustavo Corona, the auditor for FCSIG, presented the Financial Audit Report for Years ending June 30, 2023 and 2022 to the Board of Directors for their review and approval. Mr. Corona stated the audit was fairly presented with an unqualified opinion, which is the best standing. He noted that the budget to actual had a budgeted surplus of \$2.9 million and the JPA met that almost right on target with a total of \$3.1 million was added to the bottom Net Position. Revenues are slightly up from the prior year and there was a substantial claims expense increase from last year as well.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Melgoza and second by member Pafford and unanimously carried to approve the Financial Audit Report as presented.

X. ADMINISTRATION

PROPOSAL FOR ACTUARIAL SERVICES FOR 2024

**2023/2024-26
ACTION**

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

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Mendiola and second by member Iribarren and unanimously carried to approve the proposal for actuarial services as presented.

INVESTMENT POLICY REVIEW

**2023/2024-27
ACTION**

Pia Bayetti 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 that the one change to the Investment Policy was an increase in gifting giving from a \$520 to \$590 allowance.

PUBLIC COMMENTS: None

BOARD CONSIDERATION: Motion by member Mendiola and second by member Bray and unanimously carried to approve the adoption of Investment Policy with changes presented.

CONFLICT OF INTEREST, FORM 700 UPDATE

**2023/2024-28
INFO**

Pia Bayetti updated the Board of Directors on the Conflict of Interest, Form 700 for 2024.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: None

WITHDRAWAL RESERVE ACCOUNT (WRA) DEFICIT INVOICES

**2023/2024-29
ACTION**

Tyler Houston presented an update to the Board of Directors on the WRA Deficit Invoices sent out. Mr. Houston stated that Riverdale had sent in a full payment for the amount owed, just over \$50K. He also noted some struggle in the conversation with Sanger on payment of invoice for amount owed to the JPA.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: Motion by member Iribarren and second by member Bray and unanimously carried to approve the Administration’s continued communication with Sanger USD noting the by-laws and tightening the timeline of remittance of payment, including notification of applicable late fees. The Board also advised the Administration to engage with local legal counsel, if necessary, to assist with clarifying the Authority’s legal and/or contractual ability to manage deficient WRA invoices and accepted other Withdrawal Reserves Account updates as presented.

CLAIMS AUDIT REPORT

**2023/2024-30
ACTION**

Tyler Houston presented the Workers Compensation Audit- 2023 from Farley Consulting to the Board of Directors for review and action. Mr. Houston reported a clean audit for the JPA and noted that the overall opinion of auditor was a very clean audit with minor recommendations for future handling of claims reserves.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: Motion by member Bray and second by member Pafford and unanimously carried to approve the adoption of Claims Audit Report as presented.

FORGIVENESS OF LATE PAYMENT PENALTY- WEST PARK

**2023/2024-31
ACTION**

Pia Bayetti presented a request from West Park ESD to forgive late payment penalty for their 1st WC Installment payment to the Board of Directors for review and action.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: Motion by member Mendiola and second by member Bray and unanimously carried to waive the late payment penalty to West Park USD as presented.

FCSIG WEBSITE MAINTENANCE

**2023/2024-32
ACTION**

Tyler Houston presented recent proposal received to perform maintenance on FCSIG website to the Board of Directors for their review and action. Mr. Houston noted a \$2,000 not to exceed budget on these services.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: Motion by member Iribarren and second by member Mendiola and unanimously carried to approve the website maintenance proposal with Pixel Jar as presented.

XI. RISK MANAGEMENT

RISK MANAGEMENT UPDATES

**2023/2024-33
INFO**

Amy Dolson, the Risk Manager presented the updates on Loss Control services. Amy mentioned a great turn out at the Workers Comp workshop that happened earlier this year which has sparked a lot of interest in the Return-to-Work Program. She also noted a great response to the White Fleet Training and is looking forward to further implementing these trainings with the other districts and get a special pricing for the JPA.
PUBLIC COMMENTS: None
BOARD CONSIDERATION: None

XII. INFORMATION

MEMBER COMMENTS

No Member Comments

ADMINISTRATION COMMENTS

The Administrators thanked members for their attendance.

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 10, 2024**, Legends, 2910 Pea Soup Anderson Blvd, Selma. Currently scheduled items include:

- Third Party Administrator Update
 - Treasurer's Report for Quarter Ending March 31, 2024
 - Tristar Contract
 - Poms & Associates Risk Manger Contract
 - SETECH Financial Management Info Report Contract
 - Future Meeting Dates & Locations
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XIV. ADJOURNMENT at 3:17 pm Motion by member Mendiola and second by member Bray to adjourn meeting.

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: Pia Bayetti, Account Manager, Keenan & Associates, 10860 Gold Center Drive, Rancho Cordova, CA 95670. 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 10860 Gold Center Drive, Suite 350, Rancho Cordova, CA 95670.