



Santa Clara County  
**SCHOOLS' INSURANCE GROUP**  
**AGENDA**  
**EXECUTIVE COMMITTEE MEETING**



**Please Post**

**Date:** Thursday, February 15, 2018

**Time:** 12:30 PM

**LOCATION:**

**Franklin McKinley School District Office – Board Room**  
 645 Wool Creek Drive  
 San Jose, CA 95112

**Item 1. CALL TO ORDER**

**Executive Committee Members**

- Chris Jew, *President*, Cupertino Union School District
- Marcus Battle, *Vice President*, East Side Union High School District
- Kirsten Perez, *Secretary/Treasurer*, Morgan Hill Unified School District
- Laurie Aknin, Mt. Pleasant School District
- Dr. Michael Gallagher, Sunnyvale School District
- Phuong Le, Berryessa Union School District
- Mark Allgire, Santa Clara Unified School District

Corinne Kelsch, *Executive Director*, Santa Clara County Schools' Insurance Group

**Item 2. AGENDA**

- A. Agenda Items**  
*Items to be added or deleted according to G.C. 54954.2*
- B. Adoption of Agenda**

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**ACTION**

**Item 3. CONSENT AGENDA**

**(5 Minutes)**

*Items listed as consent are considered to be regular course of procedure and are acted on by the Executive Committee in one motion. There is no discussion of these items prior to the Executive Committee vote unless a member of the Executive Committee, staff or the public requests specific items be discussed and/or removed from the agenda. It is understood that the administration recommends approval on all consent items. Each consent item approved by the Executive Committee shall be deemed to have been considered in full and adopted as recommended.*

- A. Approval of Minutes:** *November 30, 2017* **P 4**
- B. Approval of Warrants:** *November, December 2017, and January 2018* **P 9**
- C. Financial Policy 1.9 - Underwriting Guidelines for Property and Liability Program** **P 13**
- D. Resignation of Bonnie Tognazzini from Emeritus Position** **P 17**
- E. Approve Self Insured (SIR) Certificate of Coverage for Property/Liability Program** **P 18**

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**ACTION**

**Item 4. COMMENTS FROM THE PUBLIC**

*The public may address the Executive Committee on any matter pertaining to the Authority that is not on the agenda. The President reserves the right to limit the time of presentations.*

**Item 5. DISTRICT REQUESTS/CORRESPONDENCE**

**(2 Minutes)**

**P 21**

*Request from Laurie Aknin to attend the Negotiations Symposium which will be held in San Diego during the month of January 2018.*

*Request from Marcus Battle for East Side Union High School's Superintendent, Chris Funk, to attend the ACSA Superintendent's Symposium which will be held in Monterey on January 24th – 26th 2018.*

*Since the Negotiations Symposium and Superintendent's Symposium are not on the approved Professional Development list, and per SIG policy, both requests were approved by Executive Committee President, Chris Jew, and provided for information.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**INFORMATION**

**Item 6. JPA ADMINISTRATION**

**A. Nomination of Chairperson for Upcoming Executive Committee Elections**

**(5 minutes)**

**P 24**

*The Executive Committee will elect a Nominating Chairperson for the upcoming Executive Committee Elections.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

**B. SIG Equity Reports for Workers' Compensation and Property and Liability Programs**

**(15 Minutes)**

**P 25**

*The Executive Committee will review for approval the equity reports for both the Workers' Compensation and Property and Liability reports as of June 30, 2017.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

**C. Return of Equity to Property and Liability Members**

**(15 minutes)**

**P 58**

*Based on the approved Property and Liability Equity Report as of June 30, 2017, the Executive Committee will approve returning equity to members in the Property and Liability program in adherence with SIG policy.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

**D. SIG Staff Reorganization**

**(15 minutes)**

**P 63**

*With the retirement of the Senior Loss Control Manager, reorganization of staff will be presented for review and approval.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

- E. CAJPA Accreditation** (10 minutes) P 71  
*SIG's 3 year Accreditation with CAJPA is expiring. The Executive Committee will review the report that will be presented to the CAJPA Accreditation Committee on February 6, 2018, to continue our Accreditation with Excellence for another 3 years.*

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**INFORMATION**

- F. Amendment to Willis Towers Watson Agreement** (5 minutes) P 106  
*The Executive Committee will review and approve the Amendment to Appendix C of the Willis Towers Watson Contract.*

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**ACTION**

- G. Strategic Planning** (15 minutes) P 128  
*Jeff Bills from Confidence Consulting provided the requested key points of discussion and next steps from our Strategic Planning Session on September 21, 2017. Executive Committee will direct staff on items that require further action.*

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**INFORMATION**

**Item 7. REPORTS**

- A. Executive Director Report** (15 minutes)  
*The Executive Director will comment or report on various matters or concerns of the SCCSIG.* **INFORMATION**
- B. Executive Committee Reports** **INFORMATION**
- C. Loss Control Report** (10 minutes) P 130  
*Loss Control staff will report out on Loss Control Services provided in 2017.* **INFORMATION**

**Item 8. AGENDA ITEMS FOR UPCOMING MEETINGS**

- A. Property and Liability Actuarial Review**  
**B. Workers' Compensation Experience Modification Factors for Policy Year 2018-19**  
**C. CAJPA Presentation on Completion of Continued Accreditation with Excellence.**  
**D. Strategic Planning**

**Item 9. ADJOURNMENT**

<u>2018 Executive Committee Meetings</u>		<u>2018 Fringe Benefit Committee Meetings</u>
Jan. 18 <sup>th</sup>	Aug. 16 <sup>th</sup>	TBD
Feb. 15 <sup>th</sup>	Sept. 20 <sup>th</sup>	<b><u>2018 Full Board Meeting</u></b>
Mar. 15 <sup>th</sup>	Oct. 18 <sup>th</sup>	December 7, 2018
Apr. 19 <sup>th</sup>	Nov. – No Meeting	Location TBD
May 17 <sup>th</sup>	Dec. 7th	
June 21 <sup>st</sup> – If needed		
July – No Meeting		