



Santa Clara County
SCHOOLS' INSURANCE GROUP
APPROVED MINUTES
EXECUTIVE COMMITTEE MEETING



Date: Thursday, February 15, 2018
Time: 12:38 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
 Mark Allgire, Santa Clara Unified School District

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

Absent

Dr. Michael Gallagher, Sunnyvale School District
 Phuong Le, Berryessa Union School District

Guests

Tien Phan, Willis Towers Watson

Item 2. AGENDA

A. Agenda Items

Items to be added or deleted according to G.C. 54954.2

B. Adoption of Agenda

It was moved by Kirsten Perez, seconded by Mark Allgire to adopt agenda.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Aknin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

Item 3. CONSENT AGENDA

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.

Item 3. CONSENT AGENDA (cont'd)

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

It was moved by Kirsten Perez, seconded by Mark Allgire to approve the minutes.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

Item 4. COMMENTS FROM THE PUBLIC

None

Item 5. DISTRICT REQUESTS/CORRESPONDENCE

Request from Laurie Akin 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.

Item 6. JPA ADMINISTRATION

A. Nomination of Chairperson for Upcoming Executive Committee Elections

Revise member terms expiring to Marcus Battle, Phuong Le, Dr. Michael Gallagher and Laurie Akin. Remove Mark Allgire.

Kirsten Perez was elected as nominating Chairperson on the upcoming Executive Committee Elections.

It was moved by Mark Allgire, seconded by Marcus Battle, to approve revise members up for re-election and to nominate Kirsten Perez as new Chairperson.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

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

The Executive Committee approved the Equity Reports for both the Workers' Compensation and Property and Liability programs as of June 30, 2017.

It was moved by Marcus Battle, seconded by Kirsten Perez to approve equity reports.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

C. Return of Equity to Property and Liability Members

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

It was moved by Marcus Battle, seconded by Mark Allgire to approve returning equity to members in the Property and Liability program in adherence with SIG policy.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

D. SIG Staff Reorganization

The Executive Committee reviewed reorganization of the Loss Control area of the SIG. Loss Control Manager will be promoted to Senior Loss Control Specialist and Loss Control Analyst will be promoted to Loss Control Manager effective retroactively 1/1/18.

A Special Teleconference meeting is scheduled for February 28, 2018 at 11:30 am to address concerns regarding what step promoted staff will be placed on the 2017-18 Salary Schedule.

It was moved by Mark Allgire, seconded by Kirsten Perez to schedule the Special Executive Committee Meeting to obtain further information or discussion.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

E. CAJPA Accreditation

SIG's 3 year Accreditation with CAJPA is expiring. The Executive Committee will review the report that was presented to the CAJPA Accreditation Committee on February 6, 2018. Continued Accreditation with Excellence was approved by the CAJPA Committee.

Provided for information.

F. Amendment to Willis Towers Watson Agreement

The Executive Committee reviewed and approved the Amendment of the Willis Towers Watson Contract.

It was moved by Marcus Battle, seconded by Kirsten Perez, to approve the Amendment of the Willis Towers Watson Contract.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Laurie Akin, Kirsten Perez, Marcus Battle; NOES: none; ABSENT: Dr. Michael Gallagher, Phuong Le; ABSTENSIONS: None; Motion carried.

G. Strategic Planning

Executive Committee requested to bring back this item with current Bylaws language.

Item 7. REPORTS

A. Executive Director Report

The Executive Director commented on various matters or concerns of the SCCSIG.

B. Executive Committee Reports

None

C. Loss Control Report

Loss Control report out and Loss Control Services provided in 2017 were provided for 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 th	Aug. 16 th	TBD
Feb. 15 th	Sept. 20 th	
Mar. 15 th	Oct. 18 th	<u>2018 Full Board Meeting</u>
Apr. 19 th	Nov. – <i>No Meeting</i>	December 7, 2018
May 17 th	Dec. 7 th	Location TBD
June 21 st – <i>If needed</i>		
July – <i>No Meeting</i>		