



Santa Clara County  
**SCHOOLS' INSURANCE GROUP**  
**UNAPPROVED MINUTES**  
**EXECUTIVE COMMITTEE MEETING**



**Date:** Thursday, March 15, 2018

**Time:** 12:30 PM

**PLEASE NOTE NEW LOCATION:**

**Willis Towers Watson**  
2055 Gateway Place  
Suite 430  
San Jose, CA 95110

**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  
**Absent**

Marcus Battle, *Vice President*, East Side Union High School District  
Laurie Aknin, Mt. Pleasant School District

**Guests**

Derek Burkhalter, Bickmore

**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 Mark Allgire, seconded by Michael Gallagher to adopt agenda.*

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

- A. Approval of Minutes:** February 15 and February 28, 2018
- B. Financial Statements:** September 30 and December 31, 2017

*It was moved by Mark Allgire, seconded by Michael Gallagher to approve the minutes.*

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

**Item 4. COMMENTS FROM THE PUBLIC**

*None*

**Item 5. DISTRICT REQUESTS/CORRESPONDENCE**

*None*

**Item 6. JPA ADMINISTRATION**

**A. Property & Liability Actuarial Study**

*Derek Burkhalter from Bickmore presented to the Executive Committee for review and approval the Property & Liability Actuarial Study.*

*It was moved by Phuong Le, seconded by Kirsten Perez, to approve the Property & Liability Actuarial Study.*

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

**B. Workers' Compensation Experience Modification Factors for Policy Year 2018-19**

*Derek Burkhalter from Bickmore presented to the Executive Committee for review and approval the Workers' Compensation Experience Modification Factors for Policy Year 2018-19.*

*It was moved by Phuong Le, seconded by Mark Allgire, to approve the Workers' Compensation Experience Modification Factors for Policy Year 2018-19.*

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

**C. Return of Equity**

*Executive Committee reviewed By-Laws and/or Policies regarding Return of Equity from any program to members with program deficits.*

*Provided for information.*

**D. SCCSIG Staff Compensation Study**

*At their February 28, 2018 meeting, Executive Committee Members reviewed process/procedure for placement of current and new SCCSIG staff on the salary schedule. After review of other JPA salary schedules, it was determined that a comprehensive total compensation study be performed.*

*Follow same protocol from the past to provide information to revise SCCSIG Salary Schedule.*

*Provided for information.*

**E. Strategic Planning**

*Jeff Bills from Confidence Consulting provided the requested Key Points of discussion and next steps from our Strategic Planning Session on September 21, 2017. Governance Structure, Succession and Term Limits options, along with ByLaws, are provided for additional review. Executive Committee will direct staff on items that require further action.*

*This item to be removed from the Executive Committee.*

**Item 7.**

**REPORTS**

**A. Executive Director Report**

*The Executive Director will comment or report on various matters or concerns of the SCCSIG.*

**B. Executive Committee Reports**

*None*

**C. Loss Control Reports**

*None*

**Item 8.**

**AGENDA ITEMS FOR UPCOMING MEETINGS**

**A. Executive Committee Election Results.**

**B. SCCSIG General and Administrative Budget for Fiscal Year 2018-19.**

**C. Renewals for the Workers Compensation and Property & Liability Program for Policy Year 2018-19.**

**D. SCCSIG Staff Compensation Review.**

**E. Current/Former Members with Program Deficits.**

**F. CAJPA Presentation on Continued Accreditation with Excellence.**

**Item 9. ADJOURNMENT AT 2:14 PM**

<p><b><u>2018 Executive Committee Meetings</u></b></p> <p>Jan. 18<sup>th</sup> Feb. 15<sup>th</sup> Feb 28th – Special Meeting Mar. 15<sup>th</sup> Apr. 19<sup>th</sup> May 17<sup>th</sup> June 21<sup>st</sup> – <i>If needed</i> July – <i>No Meeting</i></p>	<p>Aug. 16<sup>th</sup> Sept. 20<sup>th</sup> Oct. 18<sup>th</sup> Nov. – <i>No Meeting</i> Dec. 7th</p>	<p><b><u>2018 Fringe Benefit Committee Meetings</u></b> TBD</p> <p><b><u>2018 Full Board Meeting</u></b> December 7, 2018 Location TBD</p>
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