



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



Please Post

Date: Thursday, May 17, 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

Absent

None

Guests

A.Byrne Conley, Gibbons & Conley

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 Phuong Le, seconded by Marcus Battle to adopt agenda.

Vote was as follows: AYES: Chris Jew, Mark Allgire, Kirsten Perez, Michael Gallagher, Phuong Le, Marcus Battle, Laurie Akin; NOES: none; ABSENT: none; 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: March 15, 2018**
- B. Approval of Warrants: February, March and April, 2018**
- C. Quarterly Financial Statements and Investment Report as of April 30, 2018**
- D. Summer 4/10 Schedule**

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

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

Item 4. COMMENTS FROM THE PUBLIC

None.

Item 5. DISTRICT REQUESTS/CORRESPONDENCE

The announcement was made from Marcus Battle that he will be moving to Oakland Unified School District and the Retirement Letter from Mark Allgire was also shared with the Board.

Item 6. JPA ADMINISTRATION

A. SCCSIG Bylaw Revisions

At their March 15, 2018 meeting, the Executive Committee requested changes the SCCSIG's Bylaws. Byrne Conley from Conley and Gibbons reviewed distribution of equity return and how the distribution should be made to members with positive equity in one program but negative in another. Revisions with respect to vacancies on the Executive Committee and quorum requirements were also reviewed.

It was moved by Marcus Battle, seconded by Michael Gallagher to approve SCCSIG Bylaw Revisions.

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

B. Executive Committee Election Results

The Executive Committee reviewed and approved the Executive Committee Election Results. All incumbents were re-elected. There was one write in candidate.

It was moved by Mark Allgire, seconded by Kirsten Perez to approve Executive Committee Election Results.

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

C. Total Compensation for SCCSIG Staff and Review of Revisions to Personnel Policy 24.0

The Executive Committee reviewed additional information on to total compensation study for SCCSIG Staff along with Revisions to Personnel Policy 24.0. The survey data shows SIG Benefit COLA covered be adjusted and market salaries for loss control positions. Additional information will be brought back to the August meeting. The Executive Committee requested costs for a possible 1,2 or 3% COLA for 2018-19. Additional revisions on Personnel Policy 24.0 will also be brought back in August.

It was moved by Phuong Le, seconded by Michael Gallagher to bring back Compensation for SCCSIG staff and review of revisions to Personnel Policy 24.0 .

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

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

The Executive Committee reviewed and approved the General and Administrative Budget for Fiscal Year 2018-19.

It was moved by Marcus Battle, seconded by Laurie Akin to approve SCCSIG's General and Administrative Budget for Fiscal Year 2018-19.

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

E. Approve Renewals for Workers' Compensation Program for Policy Year 2018-19

The Executive Committee approved the Renewals for the Workers' Compensation Program for Policy Year 2018-19.

It was moved by Mark Allgire, seconded by Phuong Le to approve Renewals for Workers' Compensation Program for Policy Year 2018-19.

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

F. Approve Renewals for Property/Liability Program for Policy Year 2018-19

The Executive Committee approved the Renewals for the Property and Liability Program for Policy Year 2018-19.

It was moved by Michael Gallagher, seconded by Kirsten Perez to approve Renewals for Property/Liability Program for the Policy Year 2018-19.

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

Item 7. REPORTS

A. Executive Director Report

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

SCCSIG's Loss Control staff will report out on Services/Training provided to members at the August meeting.

INFORMATION

Item 8. MOVED INTO CLOSED SESSION @ 2:15 pm

“THE EXECUTIVE COMMITTEE WILL NOW BE MOVING INTO CLOSED SESSION. MATTERS TO BE DISCUSSED ARE THOSE PERMITTED BY GOVERNMENT CODE SECTIONS 54956.8, 54956.9, 54956.95, 54957, AND 54957.6 – PERSONNEL, LITIGATION, AND/OR REAL PROPERTY”

A. Executive Director Performance Evaluation (Education Code Section 54957)

Returned to open session @ 2:30. No Action taken.

Item 9. AGENDA ITEMS FOR UPCOMING MEETINGS

A. Approval of Final Budget for 2018-19.

B. Current/Former Members with Program Deficits.

C. 2019 Fringe Benefit Plan Renewals.

D. 2017 California Broker Disclosure Forms Schedule A for Willis Towers Watson.

E. American Fidelity 125 Program Administration.

F. Member Focus Group Selection for Fiscal Year 2018-19.

G. Workers' Compensation Independent Claims Audit.

H. AB1200 Actuarial Estimate of Self-Funded Dental and Vision Rates

I. Strategic Planning.

Item 10. ADJOURNMENT AT 2:35 PM

<u>2018 Executive Committee Meetings</u>		<u>2018 Fringe Benefit Committee Meetings</u>
Jan. 18 th	Aug. 16 th	August 1, 2018
Feb. 15 th	Sept. 20 th	Courtyard Learning Center, Franklin McKinley School District
Feb 28th – Special Meeting	Oct. 18 th	<u>2018 Full Board Meeting</u>
Mar. 15 th	Nov. – <i>No Meeting</i>	December 7, 2018
Apr. 19 th	Dec. 7th	Silver Creek Country Club
May 17 th		
June 21 st – <i>Teleconference</i>		
July – <i>No Meeting</i>		