



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



**Date:** Thursday, August 8, 2019  
**Time:** 12:30 PM  
**Lunch:** Served at 12:00 PM

**LOCATION:**

**SCCSIG Office – Conference Room**

645 Wool Creek Drive, Suite 62  
San Jose, CA 95112

**Item 1. CALL TO ORDER**

**Executive Committee Members**

Chris Jew, *President*, East Side Union High School District  
Kirsten Perez, *Vice President*, Morgan Hill Unified School District  
Dr. Michael Gallagher, *Treasurer/Secretary*, Sunnyvale School District  
Eric Dill, Santa Clara Unified School District  
Stacy McAfee, Cupertino Union School District  
Laura Phan, Oak Grove School District

Corinne Kelsch, *Executive Director*, Santa Clara County Schools' Insurance Group  
Jonathan Brunson, *Assistant Superintendent*, Milpitas Unified School District

**Absent**

Gaby Hernandez, Willis Towers Watson  
Linsey Huynh, Willis Towers Watson

**Guests**

Laurena Grabert, SETECH  
Charles Raibley, Crowe LLP

**Item 2. AGENDA**

**A. Agenda Items**

*Items to be added or deleted according to G.C. 54954.2  
Agenda Amended: Item 6B was moved to 6A*

**B. Adoption of Agenda**

*It was moved by Chris Jew, seconded by Eric Dill to adopt the agenda with rearranging items 6.B to 6.A.*

*Vote as follows: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan. Noes: none*

**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:** *June 20, 2019*

**B. Approval of Warrants:** *May and June, 2019*

*It was moved Kirsten Perez, seconded by Stacy McAfee to adopt consent agenda.*

*Vote was as follows: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan. Noes: None*

**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**

None

**Item 6. JPA ADMINISTRATION**

**A. Executive Committee Vacancy**

*The Executive Committee approved candidate Jonathan Brunson, Assistant Superintendent of Human Resources for Milpitas USD, to fill the seat vacated by Phuong Le.*

*It was moved by Michael Gallagher, seconded by Eric Gill to approve Jonathan Brunson to fill the Executive Committee vacancy.*

*Vote was as follow: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan. Noes: None*

**B. Crowe Final Special Project Report**

*Crowe will present to the Executive Committee the results of the Special Project Report.*

*It was moved by Laura Phan and seconded by Michael Gallagher to approve the Crowe Final Special Project Report.*

*Vote was as follow: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan, Jonathan Brunson. Noes: None*

**C. 2020 Fringe Benefits Renewals**

*The Executive Committee will review and approve the 2020 Fringe Benefit Renewals; Medical for both Kaiser/United Healthcare and Dental and Vision programs.*

*It was moved by Michael Gallagher, seconded by Jonathan Brunson to approve the 2020 Fringe Benefit Renewals.*

*Vote was as follow: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan, Jonathan Brunson. Noes: None*

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

*SeTECH presented the Net Equity position of members (including withdrawn members) in both the Workers' Compensation and Property Liability Programs. Property and Liability rebate that was approved by the Executive Committee will offset members negative equity in the workers' compensation program.*

*It was moved by Chris Jew, seconded by Laura Phan to approve using the property and liability rebate to offset members with negative equity in the workers' compensation program.*

*Vote was as follows: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan, Jonathan Brunson. Noes: None*

**Item 7. REPORTS**

**A. Executive Director Report**

*The Executive Director commented and reported on various matters and concerns of the SCCSIG.*

**INFORMATION**

**B. Executive Committee Reports**

**INFORMATION**

**C. Loss Control Reports**

*The Senior Principal of Member Services reported out on summer Trainings provided to districts.*

**INFORMATION**

**Item 8. CLOSED SESSION – Moved to Closed Session at 2:02 pm.**

*“THE EXECUTIVE COMMITTEE MOVED INTO CLOSED SESSION. MATTERS 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. Personnel Matters**

**Item 9. RETURN TO OPEN SESSION**

*The Executive Committee returned to open session at 2:37pm. No action was taken.*

**Item 10. AGENDA ITEMS FOR UPCOMING MEETINGS**

- A. Financial Audit for Fiscal Year Ending June 30, 2019**
- B. Strategic Planning**

**Item 11. ADJOURNMENT – 2:39PM**

<u><b>2019 Executive Committee Meeting</b></u>	<u><b>2019 Full Board Meeting</b></u>
August 8 <sup>th</sup> – SIG Conference Room September – <b>No Meeting</b> October 17 <sup>th</sup> – SIG Conference Room November – <b>No Meeting</b>	December 6, 2019 Silver Creek Country Club