



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



Please Post

Date: Thursday, March 21, 2019
Time: 12:34 PM

LOCATION:

SCCSIG Office – Conference Room
645 Wool Creek Drive, Suite 62
San Jose, CA 95112

Item 1. CALL TO ORDER – 12:32 pm

Executive Committee Members

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

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

Absent

None

Guest

Derek Burkhalter, Bickmore
Laurena Grabert, SeTECH

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 Michael Gallagher, seconded by Stacy McAfee to Adopt the Agenda.

Vote was as follows: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: Phuong Le; Motion carried.

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: January 17, 2019 P. 5**
- B. Approval of Warrants: November and December 2018, P. 10**
January and February 2019
- C. Financial Statements as of December 31, 2018 P. 15**

It was moved by Kirsten Perez, seconded by Stacy McAfee to approve the Consent Agenda. Vote was as follows: AYES: Chris Jew, Kirsten Perez, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: Phuong Le; Motion carried.

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

Received retirement notice from Phuong Le. Notice was received after agenda was set. Retirement letter will be included in next Executive Committee Packet for the record.

Item 6. JPA ADMINISTRATION

- A. Executive Committee Vacancy (5 minutes) P.21**
Executive Committee will approve candidate Eric Dill, Assistant Superintendent of Business Services from Santa Clara Unified School District, to fill the remaining vacancy on the Executive Committee.

It was moved by Michael Gallagher, seconded by Laura Phan to approve Candidate Eric Dill, Assistant Superintendent of Business Services from Santa Clara Unified School District, to fill the remaining vacancy on the Executive Committee. Vote was as follows: AYES: Chris Jew, Kirsten Perez, Phuong Le, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: none; Motion carried.

- B. Experience Modification Report for Workers' Compensation (20 minutes) P. 24**
Program for Policy Year 2019-2020
Bickmore presented for review and approval the Experience Modification Report (XMods) for members in the Workers' Compensation Program for policy year 2019-2020.

It was moved by Laura Phan, seconded by Phuong Le to approve the Experience Modification Report (XMods) for members in the Workers' Compensation Program for policy year 2019-2020. Vote was as follows: AYES: Chris Jew, Kirsten Perez, Phuong Le, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: none; Motion carried.

Item 6. JPA ADMINISTRATION (con't)

C. Actuarial Study for the Self-Insured Property and Liability Program for Policy Year 2019-2020 (20 Minutes) P. 34

Bickmore presented for review and approval the Actuarial Study for the Self-Insured Property and Liability Program for policy year 2019-2020.

It was moved by Phuong Le, seconded by Kirsten Perez to approve the Actuarial Study for the Self-Insured Property and Liability Program for policy year 2019-2020.

Vote was as follows: AYES: Chris Jew, Kirsten Perez, Phuong Le, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: none; Motion carried.

D. Equity Reports for Property/Liability and Workers' Compensation Programs as of June 30, 2018 (20 Minutes) P. 152

Laurena Grabert from SeTECH presented for review and approval the Equity Reports for both the Property/Liability and Workers' Compensation programs as of June 30, 2018.

It was moved by Phuong Le, seconded by Michael Gallagher to approve the Equity Reports for both the Property/Liability and Workers' Compensation programs as of June 30, 2018.

Vote was as follows: AYES: Chris Jew, Kirsten Perez, Phuong Le, Michael Gallagher, Laura Phan, Stacy McAfee; NOES: none; ABSENT: none; Motion carried.

E. Request for Proposals (RFP) for Fully Insured (Non-Kaiser) Medical/RX Program (15 Minutes) P. 186

Executive Director provided an update on the Request for Proposals for SCCSIG's Fully Insured (Non-Kaiser) Medical/RX Program.

Item 7. REPORTS

A. Executive Director Report (10 Minutes)

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

INFORMATION

B. Executive Committee Reports INFORMATION

C. Loss Control Reports INFORMATION

Kris Kamandulis, Loss Control Manager, reported out on services provided to members.

Item 8. MOVED INTO CLOSED SESSION AT 1:54 P.M.

“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

No action taken in Closed Session.

Item 9. RETURNED TO OPEN SESSION AT 3:00 P.M.

Item 10. AGENDA ITEMS FOR UPCOMING MEETINGS

- A. Executive Committee Election Results
- B. SCCSIG General and Administrative Budget for 2019-2020
- C. Renewals for Workers’ Compensation and Property and Liability Programs for 2019-2020
- D. SCCSIG Budget for 2019-2020
- E. Strategic Planning

Item 11. MEETING ADJOURNED AT 3:00 P.M.

<u>2019 Executive Committee Meeting</u>	<u>2019 Full Board Meeting</u>
January 17 th – SIG Conference Room February – <i>No Meeting</i> March 21 st – SIG Conference Room April 11 th – <i>Telephone Conference Call</i> May 16 th – SIG Conference Room June 20 th – SIG Conference Room (if needed) July – <i>No Meeting</i> August 29 th – SIG Conference Room September – <i>No Meeting</i> October 17 th – SIG Conference Room November – <i>No Meeting</i>	December 6, 2019 Silver Creek Country Club