



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



Date: Thursday, October 17, 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

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

Absent

Kirsten Perez, *Vice President*, Morgan Hill Unified School District

Jonathan Brunson, Milpitas Unified School District

Guests

Derek Burkhalter, Bickmore Actuarial

Item 2. AGENDA

A. Agenda Items
None

B. Adoption of Agenda

It was moved by Laura Phan, seconded by Stacy McAfee to adopt the agenda.

Vote was as follows: AYES: Chris Jew, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan, NOES: none; ABSENT: Kirsten Perez, Jonathon Brunson

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:** September 19, 2019
- B. Approval of Warrants:** September 2019
- C. Review of Office of Self Insurance Plans Annual Report for 2018-2019 Fiscal Year**

It was moved by Michael Gallagher, seconded by Eric Dill to approve the minutes.

Vote was as follows: AYES: Chris Jew, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan; NOES: none; ABSENT: Kirsten Perez, Jonathon Brunson

Item 4. COMMENTS FROM THE PUBLIC

None

Item 5. DISTRICT REQUESTS/CORRESPONDENCE

None

Item 6. JPA ADMINISTRATION

A. Workers' Compensation Actuarial Report

Bickmore presented the Actuarial Review of the Self-Insured Workers' Compensation Program.

It was moved by Eric Dill, seconded by Michael Gallagher to approve the Actuarial Review of the Self-Insured Workers' Compensation Program.

Vote was as follows: AYES: Chris Jew, Michael Gallagher, Eric Dill, Stacy McAfee, Laura Phan; NOES: none; ABSENT: Kirsten Perez, Jonathon Brunson

B. Update on Recruitment Process for Executive Director

An update was provided by Board President Chris Jew in regards to the recruitment process for Executive Director. The position was posted on School Services and there has been interest. A proposed timeline for due date of applications and interviews was also discussed.

Item 7. REPORTS

C. Executive Director Report

The Executive Director reported on various matters regarding switch to United HealthCare, the upcoming Holiday Luncheon, and Financial Audit.

D. Executive Committee Reports

None

E. Loss Control Reports

The Executive Director discussed property appraisals that will come next year along with the success of the Ergonomic Protocol Workshop held back in October.

Item 8. MOVED INTO CLOSED SESSION AT 1:16PM

“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

There was nothing to report

Item 9. RETURNED TO OPEN SESSION AT 1:18PM

Item 10. AGENDA ITEMS FOR UPCOMING MEETINGS

A. Financial Audit for Fiscal Year Ending June 30, 2019

B. Strategic Planning

Item 11. ADJOURNMENT

It was motioned to adjourn by Chris Jew and seconded by Eric Dill.

<u>2019 Executive Committee Meeting</u>	<u>2019 Full Board Meeting</u>
<p>October 17th – SIG Conference Room November 15th – SIG Conference Room* November 18th – SIG Conference Room*</p> <p>*Tentative Interview Dates for Executive Director December 6th – Silver Creek Country Club</p>	<p>December 6, 2019 Silver Creek Country Club</p>