



Santa Clara County  
**SCHOOLS' INSURANCE GROUP**  
**AGENDA**  
**EXECUTIVE COMMITTEE MEETING**



**Please Post**

**Date:** Thursday, January 17, 2019

**Time:** 12:30 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

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

**Item 2. AGENDA**

**A. Agenda Items**

*Items to be added or deleted according to G.C. 54954.2*

**B. Adoption of Agenda**

**PUBLIC COMMENTS**

**BOARD CONSIDERATION**

**ACTION**

**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: December 7, 2018** P.
- B. **Executive Committee Meeting Dates for 2019** P.

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

**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*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**INFORMATION**

**Item 6. JPA ADMINISTRATION**

- A. **Request for Proposals (RFP) Fully Insured (Non-Kaiser) Medical/RX Program** (25 minutes) P.  
*Executive Committee will review for approval the Request for Proposal for the SCCSIG's Fully Insured (Non-Kaiser) Medical/RX Program.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

- B. **Nomination of Chairperson for Upcoming Executive Committee Elections** (10 minutes) P.  
*Since there is not a meeting scheduled in February, the Executive Committee will elect a Nominating Chairperson for our upcoming Elections.*

**PUBLIC COMMENTS  
BOARD CONSIDERATION**

**ACTION**

**Item 6. JPA ADMINISTRATION (con't)**

- C. Job Title Change from Accountant to Office Administrator** (20 Minutes) **P.**  
*The Executive Committee will review for approval the Accountant Job Title Change to Office Administrator.*

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**ACTION**

- D. Executive Director Contract** (10 minutes) **P.**  
*Executive Committee will approve the contract for the Executive Director.*

**PUBLIC COMMENTS**  
**BOARD CONSIDERATION**

**ACTION**

**Item 7. REPORTS**

- A. Executive Director Report** (10 Minutes)  
*The Executive Director will comment or report on various matters or concerns of the SCCSIG.* **INFORMATION**
- B. Executive Committee Reports** **INFORMATION**
- C. Loss Control Reports** **INFORMATION**  
*Loss Control Managers will report out on services provided to members.*

**Item 8. AGENDA ITEMS FOR UPCOMING MEETINGS**

- A. Equity Reports for the Workers' Compensation and Property and Liability Programs**  
**B. Executive Committee Election Results**  
**C. SCCSIG General and Administrative Budget for 2019-2020**  
**D. Actuarial Review of the Self-Insured Property and Liability Program**  
**E. Experience Modification Factors for Workers' Compensation Program for 2019-2020**  
**F. Renewals for Workers' Compensation and Property and Liability Programs for 2019-2020**  
**G. SCCSIG Budget for 2019-2020**  
**H. Strategic Planning**

**Item 9. ADJOURNMENT**

**2019 Executive Committee Meeting**

January 17<sup>th</sup> – SIG Conference Room  
February – ***No Meeting***  
March 21<sup>st</sup> – SIG Conference Room  
April 11<sup>th</sup> – ***Telephone Conference Call***  
May 16<sup>th</sup> – SIG Conference Room  
June 20<sup>th</sup> – SIG Conference Room (if needed)  
July – ***No Meeting***  
August 29<sup>th</sup> – SIG Conference Room  
September – ***No Meeting***  
October 17<sup>th</sup> – SIG Conference Room  
November – ***No Meeting***

**2019 Full Board Meeting**

December 6, 2019  
Silver Creek Country Club