



Santa Clara County
SCHOOLS' INSURANCE GROUP
645 Wool Creek Dr.
San Jose, California 95112
(408) 283-6230 • Fax: (408) 283-6231



Dear Santa Clara County Schools' Insurance Group Members,

For over 30 years, the Santa Clara County Schools' Insurance Group has provided insurance related services to school district employees and related public agencies in Santa Clara County. During these times, we remain committed and steadfast in serving our members for all their insurance needs: Workers Compensation services, Property & Liability Insurance and Employee Benefits.

Like many, our staff are adhering to the Shelter in Place edict as much as possible with reduced in-office hours. We are also in regular contacts with our partners and vendors addressing on-going day to day issues with scheduled teleconferences. By the same token, we remain accessible should you have questions or require assistance. Below please find our contact information:

Jackie Guevara , <i>Administrative Assistant</i> (Contact for General Questions)	408-483-8891
Maribel Zacarias , <i>Office Administrator</i> (Contact for Billing and Administrative Issues)	408-464-1002
Christina Brendle , <i>Loss Control Manager</i> (Primary contact for Benefits & Secondary Contact for Workers' Comp)	669-225-3646
Michael Schiller , <i>Senior Principal of Member Services</i> (Primary Contact for Workers' Comp)	408-630-0911
Tien Phan , <i>Executive Director</i> (Contact for All Other Matters)	408-630-0767

From time to time, we will continue to provide you with pertinent updates as well as public service announcements and related reminders for all things related to your current insurance programs under the SIG's purview. Feel free to distribute such communications to your teams and employees as you see fit. Please anticipate seeing more information related to Covid-19 as the issues unfold. Content related to Covid-19 will be targeted to those members who have their medical insurance with SCCSIG unless otherwise requested.

Best Regards,

Tien Phan
Executive Director
Santa Clara County Schools' Insurance Group