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

Date: Thursday, January 19, 2023
Time: 12:00 PM

VIRTUAL CONFERENCE MEETING

Join Zoom Meeting:

https://us02web.zoom.us/j/88063414618?pwd=U2pBbmpDOFRZQUhUUEk0MVB6WHJsQT09

Meeting ID: 880 6341 4618
Passcode: 575339
One tap mobile
+16694449171,,88063414618#,,,,*575339# US
+16699006833,,88063414618#,,,,*575339# US (San Jose)

Item 1. **CALL TO ORDER – 12:03PM**

Executive Committee Members

Chris Jew, *President,* Cupertino Union School District - ***ABSENT***
Kirsten Perez, *Vice President*, Morgan Hill Unified School District
Jonathon Brunson, *Secretary/Treasurer*, Milpitas Unified School District - ***ABSENT***
Alvaro Meza, Gilroy Unified School District
Rita Sohal, Union School District
Jeremy Nishihara, Sunnyvale School District
Sarah Tellez, Los Gatos Union School District

Tien Phan, *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**

The motion to approve the agenda was made by Sarah Tellez and seconded by Rita Sohal. The vote was as follows: AYES: Kirsten Perez, Alvaro Meza, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None; ABSENT: Chris Jew, Jonathon Brunson; Motion carried.

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:** *December 2, 2022*
B. **Approval of Warrants:** *November & December 2022*
C. **Resolution #2023-19-01: AB 361 Virtual Meetings**

The motion to approve the consent agenda was made by Jeremy Nishihara and seconded by Rita Sohal. The vote was as follows: AYES: Kirsten Perez, Alvaro Meza, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Chris Jew, Jonathon Brunson; Motion carried.

Item 4. **COMMENTS FROM THE PUBLIC**

There were no comments from the public.

Item 5. **DISTRICT REQUESTS/CORRESPONDENCE**

None

Item 6. **JPA ADMINISTRATION**

A. Nomination of Chairperson for Upcoming Executive Committee Elections
The Executive Committee will elect a Nominating Chairperson for the upcoming Elections.

The Executive Committee nominated Sarah Tellez as the Nominating Chairperson for the upcoming 2023 elections. The motion to approve Sarah Tellez as the Nominating Chairperson was made by Rita Sohal and seconded by Alvaro Meza. The vote was as follows: AYES: Kirsten Perez, Alvaro Meza, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Chris Jew, Jonathon Brunson; Motion carried.

B. Conflict of Interest Amendment Approval

The SCCSIG staff was informed that the last Conflict of Interest modification was not properly recorded. Additionally, staff will be recommending a new amendment to the Conflict of Interest code for the Executive Committee's review and approval.

The Executive Committee approved an amended Conflict of Interest code. The motion to approve the amended Conflict of Interest code was made by Alvaro Meza and seconded by Sarah Tellez. The vote was as follows: AYES: Kirsten Perez, Alvaro Meza, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None; ABSENT: Chris Jew, Jonathon Brunson; Motion carried.

C. December Executive Committee Meeting & Full Board Luncheon Date

The Executive Committee will decide on and approve a definitive date for the December 2023 Executive Committee Meeting & Full Board Luncheon.

The Executive Committee deliberated and decided to move forward with December 8, 2023 as the date for the December Executive Committee meeting, Full Board Meeting, and Holiday Luncheon. The vote was as follows: AYES: Kirsten Perez, Alvaro Meza, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None; ABSENT: Chris Jew, Jonathon Brunson; Motion carried.

Item 7. **REPORTS**

A. Executive Director Report

The Executive Director will comment or report on various matters or concerns of the SCCSIG. **INFORMATION**

Item 8. **CLOSED SESSION**

"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

Item 9. **RETURN TO OPEN SESSION**

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

A. Actuarial Review of the Self-Insured Property and Liability Program

B. Bickmore Actuarial Review of Experience Modification Factors for Workers' Compensation Program for 2023-2024

C. **Preliminary Discussion of Renewals for Workers' Compensation and Property and Liability Programs for 2023-2024**
D. **SCCSIG Budget for 2023-2024**
E. **Alum Rock Run-Off Claims Analysis**

Item 11. **ADJOURNMENT - 1:06PM**

Upcoming 2023 Executive Committee Meetings	**2023 Full Board Meetings**
February - NO MEETING **March 16th – Virtual Conference Meeting** **April 27th – Virtual Conference Meeting** **May 18th – Virtual Conference Meeting** **June 15th – Virtual Conference Meeting** **July – NO MEETING** **August 24th – Virtual Conference Meeting** **September – NO MEETING** **October 19th – Virtual Conference Meeting** **November – NO MEETING** **December – TBD (Silver Creek Valley Country Club)**	TBD December – Silver Creek Country Club