Santa Clara County

SCHOOLS' INSURANCE GROUP

APPROVED MINUTES

EXECUTIVE COMMITTEE MEETING

Date: Thursday, June 16, 2022
Time: 12:00 PM

VIRTUAL CONFERENCE MEETING

Zoom Conference Link:

https://us02web.zoom.us/j/82165058179?pwd=NEU0cjhmN2tyclhVcmVSZWs2Um03UT09

Meeting ID: 821 6505 8179
Passcode: 600367

Item 1. **CALL TO ORDER – 12:01PM**

Executive Committee Members

Chris Jew, *President*, Cupertino Union School District
Kirsten Perez, *Vice President*, Morgan Hill Unified School District - ***ABSENT***
Jonathon Brunson, *Secretary/Treasurer*, Milpitas Unified School District
Alvaro Meza, Gilroy Unified School District - ***ABSENT***
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

Guests
Laurena Grabert, SeTECH
Ken Neu, San Francisco Unified School District

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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 Jeremy Nishihara and seconded by Sarah Tellez. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza; 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.
CONSENT AGENDA (con't)

A. Approval of Minutes: *May 19, 2022*
B. Approval of Warrants: *May 2022*
C. Crowe Letter of Engagement for Fiscal Year Ending June 30, 2022
D. SCCSIG Professional Development Opportunities
E. Resolution #2022-16-06: AB 361 Virtual Meetings

The motion to approve the consent agenda was made by Sarah Tellez and seconded by Rita Sohal. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza; 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. **Executive Committee Election Results**
The Executive Director will present the results of the 2022-2023 election for Executive Committee approval.

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

B. San Francisco Unified School District to Join the ASCIP Pool via Santa Clara County Schools' Insurance Group
The Executive Committee will take action on accepting or declining SFUSD's desire to join the ASCIP Property & Liability program for Plan Year 2022, effective July 1, 2022.

The motion to approve San Francisco Unified School District's request to join the ASCIP Pool via Santa Clara County Schools' Insurance Group was made by Sarah Tellez and seconded by Rita Sohal. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza; Motion carried.

C. Workers Compensation and Property & Liability Renewals for Plan Year 2023
The Executive Director will discuss the PIPS & ASCIP Workers' Compensation and Property & Liability renewals for Plan Year 2023 and recommend the Executive Committee to accept renewal rates presented.

The motion to approve the Workers Compensation & Property & Liability Renewals for Plan Year 2023 was made by Jeremy Nishihara and seconded by Rita Sohal. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza; Motion carried.

D. SCCSIG General and Administrative Budget for 2022-2023
The Executive Director and Laurena Grabert from SeTECH will present for review and approval the 2022-2023 General and Administrative Budget.

The motion to approve the SCCSIG General Administrative Budget with a 3% COLA increase as well as the new position of Principal of Member Services was made by Sarah Tellez and seconded by Rita Sohal. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Rita Sohal, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza; Motion carried.

E. Annual Full Board Meeting and Holiday Luncheon
The Executive Director and Administrative Assistant will discuss initial planning around the SCCSIG annual Holiday luncheon.

This item was for information only.

Item 7. REPORTS

A. Executive Director Report
The Executive Director commented on various matters and 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. Executive Director's Annual Review

Item 9. RETURN TO OPEN SESSION – 1:03PM

Item 10. AGENDA ITEMS FOR UPCOMING MEETINGS
A. Health & Welfare Renewals for Plan Year 2023
B. Financial Audit for Fiscal Year Ending June 30, 2022

Item 11. ADJOURNMENT – 1:03PM

2022 Upcoming Executive Committee Meetings	**2022 Full Board Meeting**
July – NO MEETING **August 18th – Virtual Conference Meeting** **September – NO MEETING** **October 20th – Virtual Conference Meeting** **November – NO MEETING** **December 2nd – (FRIDAY), Silver Creek Country Club**	December 2, 2022 Silver Creek Country Club