Santa Clara County

SCHOOLS' INSURANCE GROUP

APPROVED MINUTES

EXECUTIVE COMMITTEE MEETING

Date: Thursday, May 18, 2023
Time: 12:00PM

IN-PERSON AND VIRTUAL CONFERENCE MEETING:

Join Teleconference Meeting
Zoom URL:

Join Zoom Meeting
https://us02web.zoom.us/j/88970479898?pwd=ZzFSMzF5VCs1bTVLMjNtRFpRYU51QT09

Meeting ID: 889 7047 9898
Passcode: 923176
One tap mobile
+16694449171,,88970479898#,,,,*923176# US
+16699006833,,88970479898#,,,,*923176# US (San Jose)

Join In-Person Meeting
Keenan & Associates Office
1732 N First St
San Jose, CA 95112

Item 1. **CALL TO ORDER – 12:00PM**

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 ***– JOINED LATE***
Alvaro Meza, Gilroy Unified School District ***- ABSENT***
Rita Sohal, Union School District ***- ABSENT***
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
Derek Burkhalter, Bickmore Actuarial
Mark Evans, Oak Grove School District
Kyle McKibbin, Vice President, Keenan

MINUTES –SCCSIG
May 18, 2023

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 Jeremy Nishihara. The vote was as follows: AYES: Chris Jew, Jeremy Nishihara, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Jonathon Brunson, Alvaro Meza, Rita Sohal; 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: *April 27, 2023*
B. Approval of Check Registers: *April 2023*
C. Quarterly Financial Statements as of March 31, 2023

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

The Executive Director will provide an update on the 2023 SCCSIG election and will seek approval from the Executive Committee to proceed with nominees to fill vacant seats. The Executive Director will also introduce Mark Evans with Oak Grove School District, an official nominated candidate.

The motion to approve with the SCCSIG Election and approve the nominations received including members wishing to continue to serve on the Executive Committee was made by Jonathon Brunson and seconded by Chris Jew. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza, Rita Sohal; Motion carried.

B. Self-Insured Retention Options

SCCSIG currently has a $100k SIR for its Property & Liability program via ASCIP. SCCSIG is seeking potential premium savings by increasing its SIR to $175k or $250k. Today, the discussion will determine where the risk for higher claims incurred matches the savings in the premiums. Final SIR level is determined by the JPA's appetite for risk absorption before ASCIP coverage kicks in.

The motion to approve increasing the Self-Insured Retention level to $250,000 for the Property & Liability program via ASCIP was made by Chris Jew and seconded by Jonathon Brunson. Staff was also tasked to present recommendations on what to do with the returns generated from proceeding with this option. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Sarah Tellez; NOES: None; ABSENT: Kirsten Perez, Alvaro Meza, Rita Sohal; Motion carried.

C. Renewals for Workers' Compensation and Property and Liability Programs for 2023-2024

The Executive Director will present for approval the renewals for both the Worker's Compensation and Property & Liability Programs.

The motion to approve the Renewals for the Workers' Compensation and Property & Liability Programs for 2023 – 2024 was made by Sarah Tellez and seconded by Jeremy Nishihara. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza, Rita Sohal; Motion carried.

D. SCCSIG's 2023-2024 Year Annual Budget

The Executive Director and Laurena Grabert from SeTECH will present for approval the 2023-2024 Year Annual Budget.

The motion to approve the SCCSIG 2023 – 2024 Year Annual Budget with an SIR of $250k was made by Jonathon Brunson and seconded by Jeremy Nishihara. The vote was as follows: AYES: Chris Jew, Jonathon Brunson, Jeremy Nishihara, Sarah Tellez; NOES: None, ABSENT: Kirsten Perez, Alvaro Meza, Rita Sohal; Motion carried.

E. Recognizing Retiring Executive Committee Members
The Executive Director will present a special recognition for the Executive Committee Members retiring at the end of the 2022-2023 school year.

This item was for information only.

Item 7. REPORTS

A. Executive Director Report **INFORMATION**

The Executive Director reported out on various matters of the SCCSIG.

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. Staff/Personnel
B. Litigation
C. Executive Director Evaluation

Item 9. RETURN TO OPEN SESSION – 2:22PM

There was no action to report out of closed session.

Item 10. AGENDA ITEMS FOR UPCOMING MEETINGS
A. Executive Committee Requests for Topics
B. Executive Committee Election Results
C. Full Board Christmas Luncheon
D. Dental & Vision Renewals
E. Medical Renewals
F. Executive Director Evaluation

Item 11. ADJOURNMENT – 2:23PM