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

Date: Thursday, January 21, 2021
Time: 12:00 PM

VIRTUAL CONFERENCE MEETING

Join Zoom Meeting:
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Item 1. **CALL TO ORDER – 12:00PM**

Executive Committee Members

Chris Jew, *President*, East Side Union High School District
Kirsten Perez, *Vice President*, Morgan Hill Unified School District
Jonathon Brunson, *Secretary/Treasurer*, Milpitas Unified School District
Stacy McAfee, Cupertino Union School District - ***ABSENT***
Rob Smiley, Sunnyvale School District

Tien Phan, *Executive Director*, Santa Clara County Schools' Insurance Group

Guests

Alvaro Meza, Gilroy Unified School District

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 Jonathon Brunson and seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; NOES: None; ABSENT: Stacy McAfee; 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 4, 2020*
B. **Approval of Warrants:** *November & December 2020*
C. **Willis Towers Watson Amended Settlement Agreement Terminating Broker of Record**

The motion to approve the consent agenda was made by Kirsten Perez and seconded by Jonathon Brunson. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; NOES: None; ABSENT: Stacy McAfee; Motion Carried.

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.

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 our upcoming Elections.

The Executive Committee appointed Jonathon Brunson as the Nominating Chairperson for Upcoming Executive Committee Elections. The move to appoint Jonathon Brunson was made by Rob Smiley and seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; NOES: None; ABSENT: Stacy McAfee; Motion Carried.

B. Executive Committee Vacancy Nomination

The Executive Committee will review a nomination received for the Executive Committee Vacancy.

The Executive Committee discussed a nomination received for the Executive Committee vacancy formerly filled by Eric Dill. The nomination was Alvaro Meza from Gilroy Unified School District. The Executive Committee was originally going to take action and approve the nomination; however, the Executive Committee discussed and decided to appoint Alvaro Meza as a new member to fill the vacancy. The move to appoint Alvaro Meza as a new member on the Executive Committee was made by Kirsten Perez and seconded by Chris Jew. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; NOES: None; ABSENT: Stacy McAfee; Motion Carried.

C. Broker of Record Selection for Benefits Plans

Executive Director will recommend new broker agreement for Employee Benefits program.

The Executive Committee agreed to approve the new broker agreement for the Employee Benefits program. The motion to approve the new broker agreement was made by Rob Smiley and seconded by Jonathon Brunson. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; Alvaro Meza; NOES: None; ABSENT: Stacy McAfee; Motion Carried.

D. Approval of Professional Development Opportunities

The Executive Committee will review, modify (if necessary), and approve the list of 2021 Professional Development opportunities.

The Executive Committee reviewed the list of Professional Development Opportunities and the overall consensus was to proceed. The motion to approve the list of Professional Development Opportunities was made by Kirsten Perez and seconded by Chris Jew. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Rob Smiley; Alvaro Meza; NOES: None; ABSENT: Stacy McAfee; 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**

The Executive Director reported on various matters pertaining to SCCSIG.

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

A. SCCSIG General and Administrative Budget for 2021-2022
B. Actuarial Review of the Self-Insured Property and Liability Program
C. Bickmore's Review of Experience Modification Factors for Workers' Compensation Program for 2021-2022
D. Preliminary Discussion of Renewals for Workers' Compensation and Property and Liability Programs for 2021-2022
E. SCCSIG Budget for 2021-2022
F. SCCSIG Staff Progress Report Relative to Prior Strategic Objectives

Item 9. **ADJOURNMENT – 12:48PM**

2021 Executive Committee Meetings	**2021 Full Board Meetings**
January 21st – Virtual Meeting **February - NO MEETING** **March 18th – Virtual Meeting** **April 15th – Virtual Meeting** **May 20th – Virtual Meeting** **June 17th – Virtual Meeting** **July – NO MEETING** **August 19th – Location TBD** **September – NO MEETING** **October 21st – Location TBD** **November – NO MEETING** **December 3rd – (FRIDAY), Silver Creek Country Club**	December 3, 2021 – Silver Creek Country Club