Santa Clara County

SCHOOLS' INSURANCE GROUP

APPROVED MINUTES

EXECUTIVE COMMITTEE MEETING

Date: Thursday, March 18, 2021
Time: 12:00 PM

VIRTUAL CONFERENCE MEETING:

Join Zoom Meeting
https://us02web.zoom.us/j/82841643992?pwd=Z2pEUXpGZG5hYWhkTVMxakk5QndvZz09

Meeting ID: 828 4164 3992
Passcode: 183759
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+12532158782,,82841643992#,,,,*183759# US (Tacoma)

Item 1. **CALL TO ORDER – 12:03PM**

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 - ***ABSENT***
Stacy Yao, Cupertino Union School District
Rob Smiley, Sunnyvale School District
Alvaro Meza, Gilroy Unified School District

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

Guests

Derek Burkhalter, Bickmore Actuarial
Laurena Grabert, SeTECH
Branson Cobb, CBiz
Melissa Barbakoff, CBiz

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 Stacy Yao and seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; Motion Carried.

Item 3. **CONSENT AGENDA** ***(5 Minutes)***

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:** *January 21, 2021* **P.**
B. **Approval of Warrants:** *January and February 2021* **P.**
C. **Financial Statements as of December 31, 2020** **P.**

The motion to approve the consent agenda was made by Kirsten Perez and seconded by Stacy Yao. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; 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. Experience Modification Report for Workers' Compensation Program for Policy Year 2021-2022
Bickmore will present for review and approval the Experience Modification Report (XMods) for members in the Workers' Compensation Program for policy year 2021-2022.

The Executive Committee approved the Experience Modification Report for Workers' Compensation Program for Policy Year 2021-2022. The motion to approve the Experience Modification Report for Workers' Compensation Program for Policy Year 2021-2022 was made by Chris Jew and seconded by Rob Smiley. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; Motion Carried.

B. Actuarial Study for the Self-Insured Property and Liability Program for Policy Year 2021-2022
Bickmore will present for review and approval the Actuarial Study for the Self-Insured Property and Liability Program for policy year 2021-2022.

The Executive Committee approved the Actuarial Study for the Self-Insured Property and Liability Program for Policy Year 2021-2022. The motion to approve the Actuarial Study for the Self-Insured Property and Liability Program for Policy Year 2021-2022 was made by Alvaro Meza and seconded by Stacy Yao. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; Motion Carried.

C. Equity Reports for Property/Liability and Workers' Compensation Programs as of June 30, 2020
Laurena Grabert from SeTECH will present for review and approval the Equity Reports for both the Property/Liability and Workers' Compensation programs as of June 30, 2020.

The Executive Committee approved the Equity Reports for Property/Liability and Workers' Compensation Programs as of June 30, 2020. The motion to approve the Equity Reports for Property/Liability and Workers' Compensation Programs as of June 30, 2020 was made by Alvaro Meza and seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; Motion Carried.

D. CBiz Broker of Record
Effective February 1, 2021, CBiz was named as the Broker of Record for the Santa Clara County Schools' Insurance Group, representing its employee benefits program. Introducing Branson Cobb and Melissa Barbakoff as the leadership team for CBiz.

This item was listed as information only.

E. AON Wellbeing Contract
As an append to the Request for Proposal seeking Broker of Record services, the Santa Clara County Schools' Insurance Group also sought options for services supporting its Wellbeing program. Upon review of bid submissions and finalist presentation, the Panel of Executive Committee members recognize AON's Wellness proposal as most competitive. The SIG is seeking to approve AON's Wellbeing support contract effective 4/1/2021.

The Executive Committee approved the AON Wellbeing Contract. The motion to approve the AON Wellbeing Contract was made by Rob Smiley and seconded by Stacy Yao. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Rob Smiley, Alvaro Meza; NOES: None; ABSENT: Jonathon Brunson; Motion Carried.

Item 7. **REPORTS**

A. Executive Director Report ***(10 Minutes)***
The Executive Director commented on various matters and concerns of the SCCSIG. **INFORMATION**

B. Executive Committee Reports **INFORMATION**

Item 8. **CLOSED SESSION – CONVENED at 1:20PM**

"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

Item 9. **RETURN TO OPEN SESSION – 1:50PM**

Item 10. **AGENDA ITEMS FOR UPCOMING MEETINGS**
A. Executive Committee Election Results
B. SCCSIG General and Administrative Budget for 2021-2022
C. Renewals for Workers' Compensation and Property and Liability Programs for 2021-2022
D. SCCSIG Budget for 2021-2022
E. Strategic Planning

Item 11. **ADJOURNMENT – 1:51PM**

2021 Upcoming Executive Committee Meetings	**2021 Full Board 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