Santa Clara County

SCHOOLS' INSURANCE GROUP

APPROVED MINUTES

EXECUTIVE COMMITTEE MEETING

Date: Thursday, May 20, 2021
Time: 12:00PM

VIRTUAL CONFERENCE MEETING:

Zoom Conference Link:

https://us02web.zoom.us/j/87346111377?pwd=b0Zaa1FHOW9hTU4yRCt4UG9mcHZDdz09

Meeting ID: 873 4611 1377

Password: 736971

Item 1. **CALL TO ORDER – 12:02PM**

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
Alvaro Meza, Gilroy Unified School District
Rob Smiley, Sunnyvale Elementary School District

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

Guests

Kenneth Neu, Interim Risk Manager, San Francisco Unified School District
Mike Harrington, President and Principal of Bickmore Actuarial
Kyle McKibbin, Vice-President, Keenan
Reshan Cooray, Executive Director- Alliance of Schools Cooperative Insurance Programs
Jennifer McCain, Account Executive, ASCIP
Rita Sohal, Assistant Superintendent, Business Services, Union Elementary School District

Item 2. AGENDA

A. Agenda Items
Items to be added or deleted according to G.C. 54954.2

B. Adoption of Agenda

PUBLIC COMMENTS
BOARD CONSIDERATION **ACTION**

The motion to approve the agenda was made by Stacy Yao and seconded by Alvaro Meza. 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

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: *March 18, 2021*
B. Approval of Warrants: *March and April 2021*
C. Run Off for Claims Administration Agreement with Keenan
D. Lease Agreement with Franklin McKinley School District

The motion to approve the consent agenda was made by Rob Smiley 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 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.

Item 5. DISTRICT REQUESTS/CORRESPONDENCE

None

PUBLIC COMMENTS
BOARD CONSIDERATION **INFORMATION**

Item 6. JPA ADMINISTRATION

A. Executive Committee Election

The Executive Director will update the Executive Committee members on the 2021-2022 election.

This item was for information only.

B. Executive Committee Vacancy

The Executive Committee will approve candidate Rita Sohal of Union Elementary School District to fill the seat previously held by Laura Phan.

The Executive Committee approved candidate Rita Sohal to fill the seat vacated by Laura Phan . The motion to approve candidate Rita Sohal onto the Executive Committee was made by Chris Jew 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. San Francisco Unified School District Query to Join SCCSIG

SFUSD is expressing its interest in joining the Santa Clara County Schools' Insurance Group Property & Liability program effective July 1, 2021-2022. Bickmore Actuarial analyzed data SFUSD provided to

This item was provided for information only.

D. Renewals for Workers' Compensation and Property and Liability Programs for 2021-2022

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

The Executive Committee approved the renewals for Workers' Compensation and Property and Liability programs for 2021-2022. The motion to approve the renewals was made by Alvaro Meza and seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Alvaro Meza, Rita Sohal; NOES: None; ABSENT: Rob Smiley, Jonathon Brunson; Motion Carried.

E. California Association of Joint Powers Authorities Accreditation Process

The Executive Director will discuss the process to date and the need for temporary outside assistance to complete the process for continued accreditation. The last accreditation was completed in 2017-2018.

The Executive Committee approved the SCCSIG staff to seek outside assistance to complete the CAJPA Accreditation process for 2020-2021. The motion to approve this item was made by Chris Jew and seconded by Stacy Yao. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Stacy Yao, Alvaro Meza, Rita Sohal; NOES: None; ABSENT: Rob Smiley, Jonathon Brunson; Motion Carried.

Item 7. **REPORTS**

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

Item 8. **CLOSED SESSION – Adjourned to Closed Session at 1:34PM**

"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 – 1:50PM**

Item 10. **AGENDA ITEMS FOR UPCOMING MEETINGS**
A. Executive Committee Election Results
B. The SCCSIG Budget for 2021-2022 Fiscal Year
C. Health Benefits Renewal for 2022 Plan Year
D. SCCSIG Holiday Luncheon Discussion

Item 11. **ADJOURNMENT – 1:50PM**

The motion to adjourn the meeting was made by Kirsten Perez and seconded by Stacy Yao.

2021 Upcoming Executive Committee Meetings	**2021 Full Board Meeting**
June 17th – Virtual Meeting **July – NO MEETING** **August 19th – Virtual Meeting** **September – NO MEETING** **October 21st – Location TBD** **November – NO MEETING** **December 3rd – (FRIDAY), Silver Creek Country Club**	December 3, 2021 Silver Creek Country Club