Santa Clara County

SCHOOLS' INSURANCE GROUP

APPROVED MINUTES

EXECUTIVE COMMITTEE MEETING

Date: Thursday, October 15, 2020
Time: 12:00PM

VIRTUAL CONFERENCE MEETING

JOIN THE MEETING VIA ZOOM LINK:
https://us02web.zoom.us/j/89994350721?pwd=ZERRTmUvemVDQmN1dFhsRm42ZS9RZz09

Meeting ID: 899 9435 0721
Passcode: ke1=PW

One tap mobile
+16699006833,,89994350721#,,,,,,0#,,744903# US (San Jose)
+13462487799,,89994350721#,,,,,,0#,,744903# US (Houston)

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, *Treasurer/Secretary*, Milpitas Unified School District – ***Joined Late***
Stacy McAfee, Cupertino Union School District – ***Joined Late***
Laura Phan, Oak Grove School District
Rob Smiley, Sunnyvale School District

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

Guests

Derek Burkhalter, *Senior Manager,* Bickmore Actuarial
Luis Doffo, *Business Development VP*, Espresa
Alex Shubat, *Founder and CEO*, Espresa

MINUTES –SCCSIG
October 15, 2020

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 adopt the agenda was made by Laura Phan and was seconded by Kirsten Perez. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Laura Phan, Stacy McAfee, Rob Smiley; 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: *August 20, 2020*
B. Approval of Warrants: *August 2020*
C. Review of Office of Self Insurance Plans Annual Report for 2019-2020 Fiscal Year

PUBLIC COMMENTS
BOARD CONSIDERATION **ACTION**

The motion to approve the consent agenda was made by Stacy McAfee and was seconded by Laura Phan. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Laura Phan, Stacy McAfee, Rob Smiley; NOES: None; ABSENT: Jonathon Brunson; 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. Workers' Compensation Actuarial Report

Bickmore Actuarial presented the Workers' Compensation Actuarial Report.

PUBLIC COMMENTS
BOARD CONSIDERATION **INFORMATION**

B. Review Prior Strategic Planning Meeting

The Executive Committee discussed the prior Strategic Planning Meeting (2017) and determined which topics would be covered at the next meeting.

PUBLIC COMMENTS
BOARD CONSIDERATION **INFORMATION**

C. Holiday Luncheon and Full Board Meeting Modification

The Executive Committee discussed ideas with staff for the format of the Holiday Luncheon and full board meeting.

PUBLIC COMMENTS
BOARD CONSIDERATION **ACTION**

The Executive Committee determined that no action is needed on this item.

D. Espresa

The Espresa team presented a high-level overview of the software functionality and how SCCSIG could benefit from the software. The Executive Committee approved moving forward with Espresa.

PUBLIC COMMENTS
BOARD CONSIDERATION **ACTION**

The motion to approve moving forward with Espresa was made by *Chris Jew and seconded by Laura Phan. The vote was as follows: AYES: Chris Jew, Kirsten Perez, Jonathon Brunson, Stacy McAfee, Rob Smiley; NOES: None; Absent: None; Motion Carried.*

E. Insurance Archeology

The Executive Committee discussed Insurance Archeology due to increasing claims activity around AB218 cases.

PUBLIC COMMENTS
BOARD CONSIDERATION **INFORMATION**

MINUTES –SCCSIG
October 15, 2020

Item 7. **REPORTS**

A. Executive Director Report
The Executive Director reported on various matters of the SCCSIG.

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

A. Financial Audit for Fiscal Year Ending June 30, 2020

Item 9. **ADJOURNMENT – 1:28PM**

The motion to adjourn the meeting was made by Jonathon Brunson and seconded by Kirsten Perez.

2020 Upcoming Executive Committee Meetings	**2020 Full Board Meeting**
November – NO MEETING **December 4th – (FRIDAY), Virtual Conference Meeting**	December 4, 2020