

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
BOARD OF DIRECTORS SPECIAL MEETING
December 15, 2021**

MINUTES

Call to Order The meeting was called to order at 12:00p.m. by President Henson.

Attendance Voting Board Members by Zoom:
Michelle Henson, Solano COE
Matt Best, Davis Joint USD
Josh Schultz, Napa COE
Dana Page, Napa Valley USD
Tim Rahill, Benicia USD
Michael DeFrancesco, Calistoga JUSD
Tonja Kutz, Dixon USD
Laneia Grindle, Fairfield-Suisun USD
Sal Abbate, Solano Community College
Andrea Stubbs, St. Helena USD
Trudy Barrington, Travis USD
Chris Hulett, Vacaville USD

Absent (voting):
Rosa Loza, Vallejo City USD

Staff and Guests in attendance
Janet Selby, NBSIA
Carrie Green, NBSIA (left after BSSP presentation)

Approval of Agenda Motion made by Rahill, seconded by Stubbs, and carried unanimously to approve the agenda. *(Ayes: Henson, Best, Schultz, Page, Rahill, DeFrancesco, Kutz, Grindle, Abbate, Stubbs, Barrington, Hulett; Noes: none; Absent: Loza; Abstain: none)*

Public Comments No public present and no comments received.

ACTION ITEMS

Prospective Member Application(s)

Selby presented reports on two new membership applications, from Butte Schools Self-funded Programs (BSSP) and Winters Joint Unified School District (WJUSD). Votes were taken on each application separately.

For BSSP, Selby went through the staff report in detail, providing information on the BSSP pool and membership, governing documents and policies regarding new members (including the requirement for approval by 3/4 of the board members), BSSP loss and program participation information, plans for claims handling and member support, estimated costs, caveats and benefits. She explained that the application is for workers' comp only. The plan to establish a separate "tower" for BSSP losses such that there would not be risk sharing between current NBSIA members and BSSP members. Selby further stated the potential for risk sharing in the future and for other BSSP members to join. Because of the special nature of this partnership (pool joining pool), Selby stated that in addition to signing the JPA Agreement, other documents would be needed to clarify issues like addition of other BSSP members and management of investments. Legal counsel is ready and able to assist.

Board members asked several questions about the logistics of membership by a pool and the separate loss tower, future potential for direct membership by BSSP members, what motivated their interest in NBSIA, and the role the BSSP JPA will play in the relationship. The Board engaged in a thorough discussion about the risks, challenges, and benefits of admitting BSSP as a member.

Motion made by Rahill, seconded by Schultz, and carried unanimously to approve extending an offer of membership to BSSP, conditioned on execution of the JPA Agreement and any other agreements necessary to document the agreed terms and conditions. (*Ayes: Henson, Best, Schultz, Page, Rahill, DeFrancesco, Kutz, Grindle, Abbate, Stubbs, Barrington, Hulett; Noes: none; Absent: Loza; Abstain: none*)

For WJUSD, Selby went through the staff report in detail, providing information on Winters Joint USD (WJUSD), loss and program participation information, plans for claims handling and member support, estimated costs, caveats and benefits. She reported that WJUSD is primarily interested in workers' comp but has asked for a proposal on property/liability as well. The WJUSD workers' comp loss rate is higher than the NBSIA group average but consistent with the higher end of loss rate among individual members. Their property/liability loss rate is lower than group average. The Bylaws give the Board discretion to waive certain underwriting criteria if it deems membership is in the best interests of NBSIA. Selby reported that NBSIA has a track record of helping new members reduce work injuries, and staff would engage with WJUSD to assist. Finally, she reported the recommendation by staff and the Executive Committee that the offer of membership be conditioned on WJUSD participating in the early return to work program and adopting the post-offer employment testing (POET) program within two years.

Board members asked questions around WJUSD claim trends and causes for both workers' comp and property/liability, the loss rate for workers' comp, and board representation. They engaged in a thorough discussion about the risks and benefits of admitting WJUSD as a member.

Motion made by Hulett, seconded by Stubbs, and carried unanimously to approve extending an offer of membership to WJUSD, conditioned on WJUSD participating in the early return to work program and adopting the POET program within two years of joining NBSIA. (*Ayes: Henson, Best, Schultz, Page, Rahill, DeFrancesco, Kutz, Grindle, Abbate, Stubbs, Barrington, Hulett; Noes: none; Absent: Loza; Abstain: none*)

(Note that both votes on new membership met the Bylaw requirement for approval by 3/4 of the board; 12 of 13 board members attended and all voted aye.)

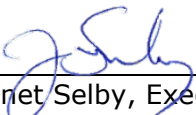
INFORMATION ITEMS

Deputy Executive Director Recruitment

Selby provided a brief update regarding the recruitment for the Deputy Executive Director position, including the number of candidate interviews and that we have narrowed the field and are proceeding with additional interviews.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:46p.m.

Respectfully submitted by:  12/15/2021
Janet Selby, Executive Director Date

Approved by Board: 1/28/2022
Date