

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
March 25, 2020**

MINUTES

- Call to Order** The meeting was called to order at 12:02 p.m. by President Welch.
- Attendance** Those in attendance were:
Matt Best, Davis JUSD (by videoconference)
Michelle Henson, Fairfield-Suisun USD (by videoconference)
Josh Schultz, Napa County Office of Education (by videoconference)
Tommy Welch, Solano County Office of Education
- Staff and Guests** Carrie Green, NBSIA
Vahé Hovakimian, NBSIA (by videoconference)
Brandon Schlenker, NBSIA
Janet Selby, NBSIA
Adrian Vargas, Vallejo City USD (by videoconference)
- Approval of Agenda** Motion made by Schultz, seconded by Best, and carried unanimously to approve the agenda as presented. *(Ayes: Best, Henson, Schultz, Welch; Noes: none; Absent: none; Abstain: none)*
- Public Comments** No public present.
- Member Reports and Collaboration** The Executive Committee expressed appreciation for staff response to COVID-19 issues, particularly the resources and information on the NBSIA website.
- Board Briefing** Ms. Selby provided updates and information in the Executive Director's Report.
- ACTION ITEMS**
- Consent Calendar** Motion was made by Best, seconded by Henson, and carried unanimously to approve all items listed on the Consent Calendar, including Regular Meeting Minutes November 13, 2019; Special Meeting Minutes January 16, 2020; Personnel Actions November 2019-February 2020; Quarterly Financial Reports at December 31, 2019; Expenditure Reports July-December 2019; Brokerage Service Fee Agreement, ABD; and NBSIA Portfolio Executive Summary at February 29, 2020. *(Ayes: Best, Henson, Schultz, Welch; Noes: none; Absent: none; Abstain: none)*
- Administration**
- Revisions to Board Policies and Procedures
- Following up on the board meeting in January, the Committee reviewed proposed changes to Board Policies and Procedures 2.3, 3.9 and 4.14.
- Following discussion, motion was made by Schultz, seconded by Best, and carried unanimously to recommend that the Board of Directors approve the policy changes as presented. *(Ayes: Best, Henson, Schultz, Welch; Noes: none; Absent: none; Abstain: none)*

Property/Liability Program

Property Coverage for 2020-21

Selby reported that NBSIA continues evaluating two alternatives for property coverage in the coming year, and that the SPA purchasing group appears to be the most favorable long-term coverage option. Given that forming SPA would require signing of some type of agreement between the pools, Selby requested authority to enter in to such an agreement in order to secure the best property coverage. She will report back to the Committee and Board with the final agreement.

Motion was made by Schultz, seconded by Best, and carried unanimously to give the Executive Director authority to enter into an agreement as required to place property coverage for the coming fiscal year. (*Ayes: Best, Henson, Schultz, Welch; Noes: none; Absent: none; Abstain: none*)

Workers' Compensation Program

Vallejo City USD Target Equity Policy

Selby reported that VCUSD has been paying into a separate loss fund for approximately six years. The District would like to access some of those funds for rate stabilization and financing risk management programs. Selby recommended establishing a capital target policy to govern the level of funding considered adequate, as well as the district's ability to access funds above target. A draft Addendum to the Memorandum of Understanding between VCUSD and NBSIA was presented for this purpose. The Addendum requires final approval by the Board and the VCUSD School Board.

Motion was made by Best, seconded by Henson, and carried unanimously to recommend that the Board of Directors approve the Addendum to the MOU between VCUSD and NBSIA. (*Ayes: Best, Henson, Schultz, Welch; Noes: none; Absent: none; Abstain: none*)

CLOSED SESSION

The Committee entered closed session at 12:12pm to discuss two pending liability claims pursuant to Government Code Section 54956.95(a) and evaluation of the Executive Director pursuant to Government Code Section 54957(b).

REPORT FROM CLOSED SESSION

The Committee returned to open session at 12:26pm and reported that settlement authority was approved on one claim, and the performance evaluation of the Executive Director was also approved.

NON-ACTION DISCUSSION ITEMS

Program Rates

Selby reported that staff are currently working to develop rates. While none are yet ready for approval, updated information was discussed, and it is anticipated that most rates will be presented for approval at the April Board of Directors meeting. Selby also presented a draft PL fund strengthening plan. The Committee provided feedback and asked for an analysis on the potential impact to each member, as well as inclusion of additional funding options. These will be brought back to the Committee for its April 29 meeting.

Praesidium Training: Armatus

Selby advised that BASIC approved contracting with Praesidium to provide all underlying member districts and COEs with online training for child sexual abuse/assault prevention. The program is expected to roll out in the Fall. There will be a Praesidium representative at the June Board of Directors meeting to provide a presentation and answer questions.

Tort Liability Data Analysis Project

Selby reported that NBSIA is participating in a CAJPA-led project to gather and analyze tort liability claim data for purposes of educating policymakers and possibly influencing legislation to provide tort relief.

Ed Tech JPA

Selby provided information regarding ED Tech JPA, which aids over 30 school districts in the state with their software bidding and proposals process. The Committee asked about the scope of services and expressed interest in learning more.

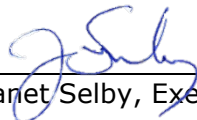
AGRiP Recognition

Selby reported that NBSIA had once again received recognition under the AGRiP standards for pool management. This is a comprehensive review of policies and practices and reflects that NBSIA is well-managed and well-governed. Selby acknowledged Kami Linan for her efforts leading NBSIA through this process.

Adjournment

There being no further business, the meeting was adjourned at 12:49 p.m.

Respectfully submitted by:



Janet Selby, Executive Director

3/25/2020
Date

Approved by Committee:

April 29, 2020
Date