

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE SPECIAL MEETING
July 13, 2020**

MINUTES

Call to Order The meeting was called to order at 2:00 p.m. by President Henson.

Attendance Those in attendance by videoconference/Zoom were:
Michelle Henson, Fairfield-Suisun USD
Matt Best, Davis Joint USD
Josh Schultz, Napa County Office of Education
Adrian Vargas, Vallejo City Unified School District

Staff and Guests Those in attendance by videoconference/Zoom were:
Janet Selby, NBSIA
Carrie Green, NBSIA
Brandon Schlenker, NBSIA
Robert Cutbirth, General Counsel

Approval of Agenda Motion made by Vargas, seconded by Schultz, and carried unanimously to approve the agenda as presented. (*Ayes: Best, Henson, Schultz, Vargas; Noes: none; Absent: none; Abstain: none*)

Public Comments No public present.

ACTION ITEMS

Liability Coverage for COVID-19

Executive Director Selby provided a brief recap on liability coverage for COVID-19 claims for the upcoming year. Selby reported that BASIC and all excess carriers have added a communicable disease exclusion to their memorandum of coverage/policies starting July 1, 2020.

General Counsel Rob Cutbirth discussed coverage under the NBSIA pooled Memorandum of Liability Coverage (MOLC). He presented the most likely exposures and related coverage considerations and limitations.

Selby then presented several options for limited coverage, along with terms and conditions of coverage. These options provide special and limited coverage for COVID-19-related losses that are excluded by the current MOLC.

The Committee had a robust conversation around the options to help the membership with coverage and risk management. With uncertainty around the types and number of claims we might see, the Committee favored the option of a pooled fund that kicks in after an individual Member deductible, thus leaning toward covering more severe claims. The coverage would be paid from existing program funds, at least to start. The Committee would like to see this coverage provided under certain conditions, including Board Policy adoption, staff training, and use of updated forms and waivers. Further, NBSIA staff would manage or be involved in all claims, and also provide pre-loss legal support.

Motion was made by Schultz, seconded by Vargas, and carried unanimously to approve a pooled fund for special limited coverage for COVID-related claims, initially provided from existing program funds,

when certain provisions are met, for recommendation to the Board of Directors. (*Ayes: Best, Henson, Schultz, Vargas; Noes: none; Absent: none; Abstain: none*)

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:10 p.m.

Respectfully submitted by:  7/13/2020
Janet Selby, Executive Director Date

Approved by Committee: 8/26/2020
Date