



**ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS  
EXECUTIVE COMMITTEE MEETING  
AGENDA**

**Time: Thursday, December 5, 2013, 10:00 A.M.**

**Location: ASCIP Office, 16550 Bloomfield Avenue, Cerritos, CA 90703**

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**MEMBERS**

Michael Fine, President	Riverside Unified School District
Corinne Kelsch, Vice President	Santa Clara County Schools' Insurance Group JPA
John Vinke, Treasurer	Lawndale School District
Lydia Cano	Palos Verdes Peninsula Unified School District
John Didion	Rancho Santiago Community College District
Michael Johnston	Clovis Unified School District
Angela Jones	Hermosa Beach City School District
Janece Maez	Santa Monica-Malibu Unified School District
Vahe Markarian	Vista Charter School
Kris Olafsson	MERGE JPA
Cheryl Plotkin	Montebello Unified School District
Ann Sparks	Bonita Unified School District
Fred Williams	North Orange County Community College District

**ALTERNATES**

Rick Bagley	Manhattan Beach Unified School District
Michael Conroy	Paramount Unified School District
Teresa Dreyfuss	Rio Hondo Community College District
Susan Hume	Fullerton School District
Mays Kakish	Moreno Valley Unified School District
Karen Kimmel	Las Virgenes Unified School District
Thuy Nguyen	Peralta Community College District
Nancy Nien	Downey Unified School District
Barbara Ott	Southern Orange County Property/Liability JPA
Andrea Reynolds	Lowell Joint School District
Joanne Schultz	Valley Insurance Program JPA
Quynh Tran	Environmental Charter School

**EX OFFICIO**

Fritz Heirich

Chief Executive Officer

**ASCIP STAFF**

Russ O'Donnell  
Lynn Truong  
Nancy Anderson  
Dan Sanger

Chief Operating Officer  
Chief Financial Officer  
Senior Director of Member Services  
Senior Director of Health Benefits

**I. CALL TO ORDER**

**II. ROLL CALL – Felicia Williams, Clerk of Executive Committee**

**III. APPROVAL OF THE AGENDA**

**Action may be taken by the Executive Committee on any item listed on this Agenda.**

- A. Amendments
- B. Approval

**IV. MINUTES – October 24, 2013**

- A. Corrections
- B. Approval

**V. PUBLIC COMMENTS**

At this time, members of the public may address the Executive Committee regarding any item within the subject matter jurisdiction of the Board, provided that no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to five minutes per person and twenty minutes for all comments, unless different time limits are set by the President and subject to the approval of the Executive Committee.

**VI. PRESIDENT'S REPORT**

**VII. COMMITTEE REPORTS**

- A. Finance/Investment Committee Chair Olafsson
  - 1. November 27, 2013
- B. Claims/Coverage Committee Chair Cano
  - 1. December 5, 2013

**VIII. TREASURER'S REPORT**

- A. Report for Period Ending October 31, 2013 John Vinke

**IX. CHIEF EXECUTIVE OFFICER'S REPORT Fritz Heirich**

**X. SCHOOLS EXCESS LIABILITY FUND (SELF) REPORT Nancy Anderson**

**XI. BOARD MEMBER COMMENTS**

**XII. INFORMATION AND DISCUSSION ITEMS**

- A. Draft Agenda for the Annual Membership Meeting Fritz Heirich
- B. 2013/14 Strategic Planning Meeting Fritz Heirich
- C. Report on the 2013 CIPA Board of Directors Meeting Fritz Heirich
- D. Update on the Liability Claims Quality Improvement Initiative Russ O'Donnell

E. Update on Onsite Care Program

Dan Sanger

**XIII. CONSENT ITEMS**

Any member of the Executive Committee may request that an item on the Consent be pulled and placed in Action Items for discussion and/or action.

- A. Resignation of an Executive Committee Alternate for the K12; 1-15,000 Governance Category (Action)
- B. ASCIP 2013 Third Quarter Investment Summary Report (Action)
- C. Approval of Health Benefits Committee Policy

**XIV. ACTION ITEMS**

- A. Approval of Finance Audit as of June 30, 2013 Lynn Truong
- B. Approve the Revisions to the Investments Portfolio Benchmark Lynn Truong
- C. Approval of Master Service Agreements:
  - 1. MyBright Dan Sanger
  - 2. McCarthy Designs Nancy Anderson
- D. Approval of Extension of the Consulting Agreement with Aon Risk Services Fritz Heirich
- E. Approval of December Holiday Closure Fritz Heirich

**XV. CLOSED SESSION**

“THE EXECUTIVE COMMITTEE WILL NOW BE MOVING INTO CLOSED SESSION. MATTERS TO BE 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. Summary of Open Claims Report to SELF, MARP, Markel & Brit Russ O'Donnell
- B. Claims for Review /Action/Information (Government Code §54956.95) Russ O'Donnell
  - 1. Roxanne Perez vs. North Orange County Community College District (Discussion/Action)
  - 2. Bryan Zavala vs. Newport Mesa Unified School District (Discussion/Action)

**XVI. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XVII. FUTURE MEETINGS**

**XVIII. ADJOURNMENT**

The next regular meeting of the Executive Committee will be held on Thursday, January 23, 2014, at the ASCIP Office, 16550 Bloomfield Avenue, Cerritos, CA 90703.

**Americans with Disabilities Act**

The Alliance of Schools for Cooperative Insurance Programs (ASCIP) conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. A request for disability-related modification or accommodation, in order to participate in a public meeting of ASCIP, shall be made to: Fritz J. Heirich, Chief Executive Officer, ASCIP, 16550 Bloomfield Avenue; Cerritos, CA, (562) 404-8029.