



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

**Time: Thursday, May 31, 2018; 10:00 A.M.**

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

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**MEMBERS**

Corinne Kelsch, President	Santa Clara County Schools' Insurance Group JPA
Angela Jones, Vice President	Hermosa Beach City School District
Kris Olafsson, Treasurer	MERGE JPA
Keith Butler	Palos Verdes Peninsula Unified School District
Teresa Dreyfuss	Rio Hondo Community College District
Phil Hillman	Ontario-Montclair School District
Susan Hume	Bonita Unified School District
Mays Kakish	Riverside Unified School District
Michael Johnston	Clovis Unified School District
Barbara Ott	Brea Olinda Unified School District
Irene Sumida	Fenton Charter Public Schools
Yumi Takahashi	Long Beach Unified School District
Fred Williams	North Orange County Community College District

**ALTERNATES**

Luis Camarena	Newport-Mesa Unified School District
Tim Corcoran	Grossmont-Cuyamaca Community College District
Clark Hampton	Capistrano Unified School District
Peter Hardash	Rancho Santiago Community College District
Antoine Hawkins	Bassett Unified School District
Karen Kimmel	Las Virgenes Unified School District
Robert McEntire	Covina-Valley Unified School District
Monica Oviedo	Whittier Union High School District
Andrea Reynolds	Lowell Joint School District
Kent Taylor	Lennox School District
Dean West	Orange County Department of Education

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Russell O'Donnell	Chief Operating Officer
Lynn Truong	Chief Financial Officer
Stephan Birgel	Chief Claims Officer, Property & Liability
Dan Sanger	Executive Director of Health Benefits
Reshan Cooray	Senior Director of Risk Services
Nidra Kumaradas	Senior Director of Workers' Compensation
Martha Espinoza	Director of Administration & Training

**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 – April 26, 2018**

- 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. REPORTS**

- A. Board President’s Report President Kelsch
- B. Treasurer’s Report Treasurer Olafsson
- C. Committee Chair Reports:
  - 1. Claims & Coverage Committee Chair Hardash
  - 2. Finance Committee Chair Olafsson
  - 3. Marketing & Underwriting Committee Chair Jones
  - 4. Personnel Committee President Kelsch
  - 5. Risk Control Committee Chair Ott
- D. Staff Reports
  - 1. Chief Executive Officer Fritz J. Heirich
  - 2. Schools Excess Liability Fund Nancy Anderson/Peter Hardash
- E. Board Member & Alternate Comments President Kelsch

**VII. CONSENT REQUESTED**

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

- A. ASCIP 2018 First Quarter Investment Summary Report (Action)
- B. Annual Review of Investment Policy (Action)
- C. Approve Renewal of Master Service Agreements: (Action)
  - 1. ASCIP Internal Support
  - 2. Crisis Communication and Public Relations
  - 3. Company Nurse
  - 4. Gallagher Benefits and Marsh & McLennan
  - 5. Grant Thornton
- D. Approve Revised Master Service Agreements: (Action)
  - 1. Donn and Company
  - 2. Duff & Phelps
  - 3. LACOE – PeopleSoft
  - 4. Salesforce
  - 5. Get Heal

**VIII. ACTION REQUESTED**

- A. Risk Control & Training Operations Reshan Cooray/Martha Espinoza
  - 1. Approval of New Master Service Agreements:
    - i. Permission Click
    - ii. NASDTEC Clearinghouse
    - iii. Target Solutions
  - 2. Incentive Program for Member Participation in ASCIP Trainings
- B. ASCIP Operations
  - 1. Approve ASCIP Membership Fritz J. Heirich
  - 2. Authorize Workers' Compensation Members to Execute the ASCIP JPA Agreement Fritz J. Heirich
  - 3. Approve 2018-19 Insurance & Reinsurance Purchases John Chino, AJG
  - 4. Approve Health Benefits Capital Retention & Equity Policy Lynn Truong
  - 5. Approval of Claims Audit
    - i. Workers' Compensation Program Nidra Kumaradas
    - ii. Property & Liability Program Russ O'Donnell
  - 6. Approve New Master Service Agreements:
    - i. Bickmore Consulting Russ O'Donnell

**IX. 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. Open Claims Reported to ASCIP's Property & Liability Russell O'Donnell  
Excess Insurance and Reinsurance Partners
- B. Claims for Review/Action/Information O'Donnell/Birgel
  - 1. El Monte Union High School District vs. Manitowoc Ice (Discussion/Action)
  - 2. K.K., a minor vs. Manhattan Beach Unified School District (Discussion/Action)
  - 3. Spero Saridakis vs. San Francisco Community College District (Discussion/Action)

**X. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XI. PERSONNEL**

Fritz J. Heirich

- A. Review & Approval of 2018-19 ASCIP Employee Benefits
- B. Review & Approval of New Staff Positions
- C. Review & Approval of 2018-19 Salary Ranges
- D. Review & Approval of 2018-19 Budget for Staff Merit Increases

**XII. FUTURE 2017-18 MEETINGS**

- June 12, 2018: Nominating Committee
- June 28, 2018: Claims & Coverage Committee  
Executive Committee

### **XIII. ADJOURNMENT**

#### **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.

#### **Public Record Inspection Location**

ASCIP, 16550 Bloomfield Avenue, Cerritos, CA 90703