

**APPROVED MINUTES
ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS
(ASCIP)**

EXECUTIVE COMMITTEE MEETING

Thursday, January 28, 2016

A meeting of the ASCIP Executive Committee was held on Thursday, January 28, 2016, at 10:00 a.m. at the ASCIP Office, 16550 Bloomfield Avenue, Cerritos, California 90703.

I. CALL TO ORDER –President Kelsch

The ASCIP Executive Committee (Executive Committee) Meeting was called to order at 10:10 a.m. by President Kelsch.

II. ROLL CALL - Clerk of the Executive Committee

Members/Alternates Present

Ms. Corinne Kelsch, President
Mr. John Vinke, Vice President
Mr. Kris Olafsson, Treasurer
Ms. Lydia Cano, Member
Mr. John Didion, Member
Mr. Phil Hillman, Alternate
Ms. Susan Hume, Alternate
Ms. Angela Jones, Member
Ms. Janece Maez, Member
Mr. Vahe Markarian, Member
Dr. Nancy Nien, Member
Ms. Barbara Ott, Alternate
Dr. Stefanie Phillips, Alternate
Ms. Andrea Reynolds, Alternate
Dr. Joanne Schultz, Alternate
Ms. Ann Sparks, Member
Mr. Jeff Starr, Alternate
Ms. Irene Sumida, Alternate

Members/Alternates Absent

Mr. Luis Camarena, Alternate
Mr. Michael Clear, Alternate
Ms. Teresa Dreyfuss, Alternate
Ms. Kathy Everhart, Member
Mr. Michael Johnston, Member
Ms. Karen Kimmel, Alternate
Ms. Thuy Nguyen, Alternate
Ms. Yumi Takahashi, Alternate
Mr. Fred Williams, Member

Others Present

Ms. Nancy Anderson
Mr. Stephan Birgel
Ms. Kimberley Cantrell
Mr. John Chino
Ms. Toni Consolo
Mr. Reshan Cooray
Mr. Joseph Diebert
Ms. Martha Espinoza
Mr. Robert Feldhake
Ms. Nidra Kumaradas
Mr. Jonathan Lackey
Mr. Russell O'Donnell
Mr. Dan Sanger
Ms. Dana Smith
Ms. Lynn Truong
Ms. Felicia Williams

Mr. Fritz J. Heirich, ex officio

III. APPROVAL OF AGENDA – President Kelsch

On **MOTION** of Mr. Vinke, **SECONDED** by Ms. Cano, and **CARRIED**, the Agenda was approved as presented.

Aye: (12) –Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)
Abstentions: (0)

IV. Minutes of the Regular Executive Committee Meeting of December 11, 2015

On **MOTION** of Mr. Didion, **SECONDED** by Dr. Nien and **CARRIED**, the Minutes of the Regular Executive Committee Meeting of December 11, 2015, were approved as presented.

Aye: (12) –Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke
Nay: (0)
Abstentions: (0)

V. PUBLIC COMMENTS – President Kelsch

There were no attendees from the public.

VI. REPORTS/PRESENTATIONS/DISCUSSION

A. Financial Report

Treasurer Olafsson highlighted ASCIP expenditures, members' contributions, and cash balances for the month of November and December 2015.

B. Committee Reports

1. Claims/Coverage Committee

Ms. Cano reported that the Claims/Coverage Committee met this morning and reviewed eight claims and gave direction to staff.

2. Risk Control Committee

Ms. Ott reported that the Risk Control Committee met and review the grant applications and their recommendations are on the agenda today.

Mr. Cooray introduced two new Senior Risk Services Consultants, Ms. Toni Consolo and Mr. Joseph Diebert to the Executive Committee.

3. Community College District Committee

Ms. Anderson reported that ASCIP held its 6th annual CCD Symposium and it was well attended.

C. Chief Executive Officer

Mr. Heirich introduced his new Executive Assistant, Ms. Kimberley Cantrell to the Executive Committee.

D. Board Member & Alternate Comments

There were no comments from the board members or alternates.

VII. INFORMATION AND DISCUSSION ITEMS

A. Student Accident Insurance

Mr. Heirich and Mr. Chino jointly presented a concept for ASCIP to include student accident insurance coverage within the Property/Liability program beginning with the 2016-17 program year. After a lengthy discussion, the Executive Committee supported the concept and recommended staff continue exploring offering student accident insurance coverage for the 2016-17 program year.

This item was for discussion only. No action was taken.

B. Captive Insurance for Public Agencies, Ltd. Report

Mr. Heirich presented the Agenda for the CIPA educational session and encouraged as many committee members to attend following the Executive Committee meeting.

This item was for information only. No action was taken.

VIII. ACTION ITEMS

A. Executive Committee Calendar for Fiscal Year 2016-17

On **MOTION** of Ms. Jones, **SECONDED** by Dr. Nien and **CARRIED**, Item #VIII.A was approved as presented.

Aye: (12) –Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

B. Draft Agenda for the Annual Membership Meeting

On **MOTION** of Dr. Phillips, **SECONDED** by Ms. Cano and **CARRIED**, Item #VIII.B was approved as presented.

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Aye: (12)–Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

C. Approval of New Master Service Agreements:

1. The HR Manager and Vantaggio HR

On **MOTION** of Mr. Markarian, **SECONDED** by Dr. Phillips and **CARRIED**, Item #VIII.C.1 was approved as presented.

Aye: (12)–Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

2. National School Safety Center

On **MOTION** of Ms. Sparks, **SECONDED** by Dr. Nien and **CARRIED**, Item #VIII.C.2 was approved as presented.

Aye: (12)–Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

3. Paul Bunnell

On **MOTION** of Mr. Didion, **SECONDED** by Dr. Nien and **CARRIED**, Item #VIII.C.3 was approved as presented.

Aye: (12)–Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

D. Risk Control Grant Applications for Fiscal Year 2015-16

The Executive Committee approved funding the Risk Control Grant applications for Bonita and Santa Ana Unified School Districts as recommended by the Risk Control Committee.

On **MOTION** of Dr. Nien, **SECONDED** by Mr. Olafsson and **CARRIED**, Item #VIII.D was approved as presented.

Aye: (12)–Cano, Didion, Jones, Kelsch, Maez, Markarian, Nien, Olafsson, Phillips, Sparks, Starr, Vinke

Nay: (0)

Abstentions: (0)

E. Risk Management Deposit Fund Policy Revisions

Ms. Truong presented the proposed revisions to the Risk Management Deposit Fund policy. Questions were raised concerning the proposed changes and how it would impact the membership. After a lengthy discussion, the Executive Committee tabled this matter and requested the Ad Hoc Committee reconvene to evaluate further.

This item was for discussion only. No action was taken.

IX. ADJOURNMENT TO CLOSED SESSION – 12:10 p.m.

By order of **GENERAL CONSENSUS**, the Executive Committee adjourned to Closed Session for discussion of the following matters.

A. Open Claims Reported to ASCIP’s Property & Liability Excess Insurance and Reinsurance Partners

This item was for information only. No action was taken.

B. Summary of Coverage Declinations

This item was for information only. No action was taken.

C. Claims for Review/Action/Information

1. Elijah Deshazer vs Pasadena Unified School District, et. al

This item was for discussion only. No action was taken.

X. RETURN TO OPEN SESSION

By order of **GENERAL CONSENSUS**, the Executive Committee returned to Open Session at 12:15 p.m.

XIII. FUTURE MEETINGS

February 11, 2016 – Health Benefits Committee

February 11, 2016 – Finance/Investment Committee

February 25, 2016 – Claims/Coverage Committee

XIV. ADJOURNMENT

By order of **GENERAL CONSENSUS**, the Executive Committee adjourned at 12:15 p.m.

The next regular meeting of the Executive Committee will be held on Thursday, February 25, 2016, at the ASCIP Office, 16550 Bloomfield Avenue, Cerritos, CA 90703.