

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

EXECUTIVE COMMITTEE MEETING

Thursday, February 26, 2015

A meeting of the ASCIP Executive Committee was held on Thursday, February 26, 2015, at 10:00 a.m. at ASCIP Office, 16550 Bloomfield Avenue, Cerritos, California 90703.

I. CALL TO ORDER –Vice President Vinke

The ASCIP Executive Committee (Executive Committee) Meeting was called to order at 10:05 a.m. by Vice President Vinke.

II. ROLL CALL - Clerk of the Executive Committee

Members/Alternates Present

Mr. John Vinke, Vice President
Mr. Kris Olafsson, Treasurer
Ms. Lydia Cano, Member
Mr. Luis Camarena, Alternate
Ms. Kathy Everhart, Alternate
Mr. Phil Hillman, Alternate
Ms. Susan Hume, Alternate
Ms. Angela Jones, Member
Mr. Vahe Markarian, Member
Dr. Nancy Nien, Alternate
Dr. Stefanie Phillips, Alternate
Ms. Cheryl Plotkin, Member
Dr. Joanne Schultz, Alternate
Mr. Jeff Starr, Alternate
Ms. Irene Sumida, Alternate
Mr. Fred Williams, Member

Members/Alternates Absent

Ms. Corinne Kelsch, President
Mr. Michael Clear, Alternate
Mr. John Didion, Member
Ms. Teresa Dreyfuss, Alternate
Mr. Michael Fine, Member
Mr. Michael Johnston, Member
Ms. Karen Kimmel, Alternate
Ms. Janece Maez, Member
Ms. Thuy Nguyen, Alternate
Ms. Barbara Ott, Alternate
Ms. Andrea Reynolds, Alternate
Ms. Ann Sparks, Member

Others Present

Ms. Nancy Anderson
Mr. Stephan Birgel
Mr. Reshan Cooray
Mr. Sylvain Dion
(via teleconference)
Ms. Martha Espinoza
Mr. Robert Feldhake, Esq.
Ms. Lucy Gonzalez
Ms. Nidra Kumaradas
Mr. Jonathan Lackey
Mr. Russell O'Donnell
Mr. Brian Pelham
Mr. Dan Sanger
Ms. Lynn Truong
Ms. Felicia Williams
Mr. Josh Zirin

Mr. Fritz J. Heirich, ex officio

III. APPROVAL OF AGENDA – Vice President Vinke

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

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schutlz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

IV. Minutes of the Regular Executive Committee Meeting of January 29, 2015

Ms. Williams reported that the Minutes were corrected to reflect that Stefanie Phillips's name should be referenced as Dr. Stefanie Phillips.

On **MOTION** of Ms. Jones, **SECONDED** by Ms. Cano and **CARRIED**, the Minutes of the Regular Executive Committee Meeting of January 29, 2015, were approved as corrected.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schutlz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

V. PUBLIC COMMENTS – Vice President Vinke

There were no attendees from the public.

VI. PRESIDENT'S REPORT –Vice President Vinke

Vice President Vinke encouraged everyone to attend the upcoming Annual Membership Meeting on March 6, 2015.

VII. COMMITTEE REPORTS

A. CLAIMS/COVERAGE COMMITTEE – Chair Cano

Chair Cano reported that the Claims/Coverage Committee met this morning and reviewed five claims in Closed Session and gave direction to staff regarding approvals and recommendations.

VIII. TREASURER'S REPORT –Treasurer Olafsson

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

On **MOTION** of Mr. Olafsson, **SECONDED** by Mr. Williams, and **CARRIED**, Item #VIII.A was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

IX. STAFF REPORTS

CHIEF EXECUTIVE OFFICER – Fritz J. Heirich

Mr. Heirich reported on the member prospects for 2015/16, loss control pay awards and annual membership meeting.

CHIEF OPERATING OFFICER – Russ O'Donnell

Mr. O'Donnell reported that the Origami claims system is up and running and VTD is in the process of performing a controls audit of the new system. He also reported that basic management reports are now available from the system and they are working on customized reports.

SENIOR DIRECTOR OF MEMBER SERVICES – Nancy Anderson

Ms. Anderson announced that since the annual meeting details had been already covered she would forgo a report.

X. BOARD MEMBER COMMENTS

There were no board member comments.

XI. CONSENT ITEMS

A. ASCIP 2014 Fourth Quarter Investment Summary Report

B. Executive Committee Calendar for Fiscal Year 2015/16

C. Approval of Health Benefit Plan Changes

On **MOTION** of Mr. Williams, **SECONDED** by Ms. Plotkin and **CARRIED**, Item #XI.A through Item #XI.C were approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

XII. ACTION ITEMS

A. Adoption of Health Benefits Rate Changes for Coverage Year 2015/16

Mr. Sanger provided an overview of the 2015/16 rate ranges for the self-insured and flex funded medical, dental and vision plans. The Executive Committee approved the rate ranges for the health benefit programs as presented.

On **MOTION** of Mr. Markarian, **SECONDED** by Ms. Cano and **CARRIED**, Item #XII.A was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

B. Approval of Master Service Agreement:

1. Cloud Health

2. Pinnacle Claims Management

On **MOTION** of Ms. Jones, **SECONDED** by Mr. Markarian and **CARRIED**, Item #XII.B1 and XII.B.2 were approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

C. Approval of Human Resources Consulting Agreement

The Executive Committee approved staff engaging into a contract with It's Personnel for HR consulting services.

On **MOTION** of Mr. Williams, **SECONDED** by Dr. Schultz and **CARRIED**, Item #XII.C was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

D. Adoption of Workers' Compensation Rates for Coverage Year 2015/16

The Executive Committee approved the first dollar rate for the workers' compensation program as presented.

On **MOTION** Dr. Schultz, **SECONDED** by Mr. Markarian and **CARRIED**, Item #XII.D was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

E. Adoption of Property/Liability Rates for Coverage Year 2015/16

The Executive Committee adopted the 2015/16 calculated rates for the core program as presented.

On **MOTION** of Ms. Plotkin, **SECONDED** by Ms. Jones and **CARRIED**, Item #XII.E was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

F. Underwriting of Coverage for Fiscal Year 2015/16

The Executive Committee delegated to the Marketing/Underwriting Committee limited underwriting authority to direct staff to communicate to affected members any recommended material changes in coverage or pricing for 2015/16 property/liability coverage renewal.

On **MOTION** of Dr. Schultz, **SECONDED** by Mr. Markarian and **CARRIED**, Item #XII.F was approved as presented.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

XIII. INFORMATION AND DISCUSSION ITEMS

A. Risk Management Deposit Fund (RMDF)

Mr. Heirich reported that an ad hoc committee of Executive Committee members and alternates was created to review the policy and operating procedures for the Risk Management Deposit Fund.

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

XIV. ADJOURNMENT TO CLOSED SESSION – 10:50 a.m.

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

A. Summary of Open Claims Reported to ASCIP's excess insurers and reinsurers: SELF, MARP, Markel, and Brit

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

B. Claims for Review/Action/Information

1. Carter vs Inglewood Unified School District

This matter was for discussion purposes only. No action was taken.

2. Zuliani vs. Rancho Santiago Community College District

On **MOTION** of Ms. Jones, **SECONDED** by Dr. Schultz, and **CARRIED**, the Executive Committee took action in Closed Session on Zuliani vs. Rancho Santiago Community College District.

Aye: (11) – Cano, Everhart, Hillman, Jones, Markarian, Plotkin, Olafsson, Schultz, Starr, Vinke, Williams

Nay: (0)

Abstentions: (0)

XV. RETURN TO OPEN SESSION

By order of **GENERAL CONSENSUS**, the Executive Committee returned to Open Session at 11:37 a.m. Vice President Vinke announced that the Executive Committee took action in closed session on Item #XIV.B.2 in accordance with staff's recommendation.

XVI. FUTURE MEETINGS

March 6, 2015 – Annual Membership Meeting
March 26, 2015 – Claims/Coverage Committee
March 26, 2-15 – Risk Control Committee

XVII. ADJOURNMENT

By order of **GENERAL CONSENSUS**, the Executive Committee adjourned at 11:37 a.m.

The next regular meeting of the Executive Committee will be held on Friday, April 24, 2015, at the Omni Hotel, 675 L. Street, San Diego, CA 92101.