



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

Time: Thursday, June 29, 2017, 10:00 A.M.

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

MEMBERS

Corinne Kelsch, President
Angela Jones, Vice President
Kris Olafsson, Treasurer

Santa Clara County Schools' Insurance Group JPA
Hermosa Beach City School District
MERGE JPA

Teresa Dreyfuss
Susan Hume
Mays Kakish
Michael Johnston
Nancy Nien
Barbara Ott
Ann Sparks
Irene Sumida
Fred Williams

Rio Hondo Community College District
Fullerton School District
Riverside Unified School District
Clovis Unified School District
Downey Unified School District
Brea Olinda Unified School District
Bonita Unified School District
Fenton Charter Public Schools
North Orange County Community College District

ALTERNATES

Luis Camarena
Tim Corcoran
Clark Hampton
Peter Hardash
Antoine Hawkins
Phil Hillman
Karen Kimmel
Andrea Reynolds
Jeff Starr
Joanne Schultz
Yumi Takahashi
Kent Taylor

Newport-Mesa Unified School District
Grossmont-Cuyamaca Community College District
Capistrano Unified School District
Rancho Santiago Community College District
Bassett Unified School District
Ontario-Montclair School District
Las Virgenes Unified School District
Lowell Joint School District
Saddleback Valley Unified School District
Valley Insurance Program JPA
Long Beach Unified School District
Lennox School District

EX OFFICIO

Fritz J. Heirich

Chief Executive Officer

ASCIP STAFF

Russell O'Donnell
Lynn Truong
Stephan Birgel
Reshan Cooray
Nidra Kumaradas
Martha Espinoza

Chief Operating Officer
Chief Financial Officer
Senior Director of Litigation & Claim Services
Senior Director of Risk Services
Senior Director of Workers' Compensation
Director of Administration, Education and 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 – May 25, 2017

- 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 Corinne Kelsch
- B. Treasurer’s Report Treasurer Olafsson
- C. Committee Chair Reports:
 - 1. Nominating Committee President Kelsch
 - 2. Claims & Coverage Committee Chair Hardash
- D. Staff Reports
 - 1. Chief Executive Officer Fritz J. Heirich
 - 2. Director of Administration & Education/Training Martha Espinoza
- E. Schools Excess Liability Fund Report Nancy Anderson/Peter Hardash
- F. Board Member & Alternate Comments President Kelsch

VII. INFORMATION AND DISCUSSION ITEMS

- A. Update on Capital Retention and Rebate Policy Development Aaron Koch/Fritz J. Heirich

VIII. 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. Reappointment of Standing ASCIP Committee Members (Action)
- B. Approval of Attendance at Professional Conferences
- C. Approve Master Service Agreements for Risk Control Services – Physical Site Safety
- D. Approve Extension of Master Service Agreements (Action)
 - 1. Property & Liability and Workers Compensation Programs
 - i. Bilingual Services, Inc.
 - ii. Communication Resources for Schools
 - iii. Disaster Survival Skills
 - iv. Insurance Vision
 - v. InsureTech
 - vi. Making the Right Choices

- vii. MPR + Strategic Communications
- viii. P.L. Daltaon
- ix. Paul Bunnell
- x. Rescue Training Institute
- xi. SAMBA
- xii. Sherri Mudd
- xiii. Steven A. Kanda
- xiv. Survival Skills & Co.
- xv. Syntrio
- xvi. The East Company
- xvii. WeTip
- 2. ASCIP Operations
 - i. 1-2-3 Touch
 - ii. Bay Actuarial Consultants
 - iii. Feldhake Law Firm
 - iv. LACOE Peoplesoft Financial System
 - v. McCarthy Designs
 - vi. Rivelle Consulting Services
 - vii. Xcel Mechanical Systems

IX. ACTION REQUESTED

- A. Governance Fritz J. Heirich
 - 1. Certification of Election for ASCIP Executive Committee Members
 - 2. Appointment to Fill Executive Committee Vacancies
 - i. Member (Category: K12, Small)
 - ii. Member (Category: K8)
 - 3. Reappointment of Executive Committee Alternates for 2017-18
 - 4. Appointment of Nominating Committee Members for 2017-18
- B. Approve ASCIP Support for School Business Mgmt. Certificate Program Fritz J. Heirich
- C. Approve Renewal of Master Service Agreements Reshan Cooray
 - 1. Property & Liability Program
 - i. Alvarez & Associates
 - ii. BSI Services & Solutions
 - iii. Nicole Miller & Associates
 - iv. Poms & Associates
 - v. Shaw HR Consulting
 - 2. Workers Compensation Program Nidra Kumaradas
 - i. Athens Administrator
 - ii. RJN Investigations, Inc.
 - iii. York Risk Services Group
- D. Approve New Master Service Agreement Martha Espinoza
 - 1. Risk Management & Training Services
 - i. Safety Center Inc.
- E. Approval of 2017-18 Insurance Purchases Fritz J. Heirich/John Chino
- F. Approval of 2016-17 Retrospective Rebates for Workers' Comp. Program Lynn Truong
- G. Approval of Operating Budget for 2017-18 Lynn Truong

X. 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 Excess Insurance and Reinsurance Partners Russell O'Donnell
- B. Claims for Review/Action/Information O'Donnell/Birgel/Kumaradas
 - 1. A.A. vs. Clovis Unified School District (Discussion/Action)
 - 2. Damian Casillas vs. Norwalk La Mirada Unified School District (Discussion/Action)
 - 3. Edward Collins vs. Palos Verdes Peninsula Unified School District (Discussion/Action)
 - 4. K.K. vs. Brea Olinda Unified School District (Discussion/Action)
 - 5. S.F. vs. Downey Unified School District (Discussion/Action)

XI. RETURN TO OPEN SESSION

(Announcement of Action Taken in Closed Session as Necessary)

XII. PERSONNEL ACTION/DISCUSSION

- A. Personnel Report Corinne Kelsch/Fritz J. Heirich
- B. Approval and Ratification of Public Salary Schedule (Action) Fritz J. Heirich

XIII. FUTURE 2016-17 MEETINGS

- July 19-21, 2017: Gallagher CCD Conference
- August 24, 2017: Claims & Coverage Committee
Executive Committee
- August 30, 2017: CIPA Board of Directors'

XIV. 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