



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

**Time: Thursday, December 5, 2019; 10:00 A.M.**

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

**MEMBERS**

Keith Butler, President	Palos Verdes Peninsula Unified School District
Mays Kakish, Vice President	Riverside Unified School District
Susan Hume, Treasurer	Bonita Unified School District
Peter Hardash	Rancho Santiago Community College District
Phil Hillman	Ontario-Montclair School District
Michael Johnston	Clovis Unified School District
Corinne Kelsch	Santa Clara County Schools' Insurance Group JPA
Barbara Ott	Brea Olinda Unified School District
Andrea Reynolds	Lowell Joint School District
Cheryl Sullivan	Valley Insurance Program JPA
Irene Sumida	Fenton Charter Public Schools
Yumi Takahashi	Long Beach Unified School District
Fred Williams	North Orange County Community College District

**ALTERNATES**

Cameron Abbott	Sierra Joint Community College District
Lydia Cano	Baldwin Park Unified School District
Tim Corcoran	Grossmont-Cuyamaca Community College District
Clark Hampton	Capistrano Unified School District
Karen Kimmel	Las Virgenes Unified School District
Michael Krause	Anaheim Elementary School District
Monica Oviedo	Whittier Union High School District
Dean West	Orange County Department of Education
Connie Wu	Monrovia Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Stephan Birgel

Chief Claims Officer, Property & Liability

Jeff Grubbs

Chief Operations/Financial Officer

Dan Sanger

Executive 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 – November 8, 2019**

- 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 Butler
- B. Treasurer’s Report Treasurer Hume
- C. Committee Chair Reports:
  - 1. Claims & Coverage Committee Co-Chair Oviedo
  - 2. Finance Committee Treasurer Hume
  - 3. Health Benefits Committee Dan Sanger
- D. Chief Executive Officer Report Fritz J. Heirich
- E. Board Member & Alternate Comments

**VII. INFORMATION AND DISCUSSION ITEMS**

- A. CIPA Audited Financial Statements as of June 30, 2019 Jeff Grubbs
- B. Property & Liability Program Fritz J. Heirich/Marjorie Segale  
Recommended Changes to Property & Liability Program Memorandum of Coverage

**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. Approve the Disposal of ASCIP Property (Action)
- B. Accept the Deferral of ASCIP Rebates in the Risk Management Deposit Fund (Action)
- C. Investment Performance Review for the Quarter Ended September 30, 2019 (Action)
- D. Ratification of Amendment to CEO Agreement and Adopt Board Resolution (Action)
- E. Approve 2020 Goals & Objectives (Action)
- F. Health Benefits Program: (Action)
  - 1. Approve Personal Physician Program Administrator Renewal
  - 2. Approve Retiree Billing Administrator Contract Renewal
  - 3. Approve Compass Health Pros Contract Renewal
  - 4. Approve Mobile Health Screens Contract Renewal

**IX. ACTION REQUESTED**

- A. Approve ASCIP Financial Audit as of June 30, 2019 (11:00AM Time Certain) Kevin Wong

**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, 54956.9(d)(1) and (2), 54956.95, 54957, AND 54957.6 – PERSONNEL, LITIGATION, AND/OR REAL PROPERTY”

- A. Open Claims Reported to ASCIP’s Property & Liability and Workers’ Compensation Excess Insurance and Reinsurance Partners (Information Only) Stephan Birgel
- B. Claims for Review /Action/Information (Government Code §54956.95) Stephan Birgel
  - 1. Dylen Corredor vs. Capistrano Unified School District (Discussion/Action)
  - 2. Domeka Harrison vs. Long Beach Unified School District (Discussion/Action)
  - 3. Paul Hurtado and Gonzalez vs. Lawndale Elementary School District (Discussion/Action)
  - 4. A.S., a minor vs. Culver City Unified School District (Discussion/Action)
- C. Evaluation of Plaintiff Trial Practices & ASCIP Claims, Defense and Settlement Strategies, Trial and Settlement Reports – Conference with Counsel (Government Code §§54956.9(d)(1) and (2), and 54956.95)

**XI. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XII. PERSONNEL (ACTION/REPORT/DISCUSSION)**

- A. Approve New Positions: Fritz J. Heirich
  - 1. Executive Director of Property & Casualty Programs
  - 2. Senior Coordinator

**XIII. FUTURE MEETINGS**

- January 23, 2020: Risk Control Committee  
CIPA Board of Directors’ Meeting
- January 30, 2020: Claims & Coverage Committee  
Executive Committee

**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