



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

**Time: Thursday, August 24, 2017, 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
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
Andrea Reynolds	Lowell Joint School District
Jeff Starr	Saddleback Valley Unified School District
Yumi Takahashi	Long Beach Unified School District
Kent Taylor	Lennox School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Russell O'Donnell  
Lynn Truong  
Nancy Anderson  
Stephan Birgel  
Nidra Kumaradas  
Martha Espinoza

Chief Operating Officer  
Chief Financial Officer  
Senior Director of Member Services  
Senior Director of Litigation & Claim 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 – June 29, 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 President Kelsch
- B. Treasurer’s Report Treasurer Olafsson
- C. Committee Chair Reports:
  - 1. Nominating Committee Chair Hillman
  - 2. Claims & Coverage Committee Chair Hardash
  - 3. Personnel & Compensation Committee President Kelsch
- 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. 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.

**VIII. ACTION REQUESTED**

- A. Approve & Designate ASCIP’s HIPAA Representatives Dan Sanger
- B. Governance
  - 1. Appointment of Advisory Committee Members Fritz J. Heirich
  - 2. Appointment to Fill Executive Committee Vacancies Fritz J. Heirich
    - i. Member (Category: K12, Large)
  - 3. Election of Executive Committee Officers President Kelsch
- B. Approval of Master Service Agreements
  - 1. Approve Amended AJ Gallagher Master Service Agreement Russ O’Donnell
  - 2. Approve Addendum to AJ Gallagher MSA for a Special Project Russ O’Donnell
  - 3. Approve AGRIP Membership Fritz J. Heirich

**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 Excess Insurance and Reinsurance Partners Russell O'Donnell
- B. Claims for Review/Action/Information O'Donnell/Birgel
  - 1. Michele St. John vs. Capistrano Unified School District (Discussion/Action)

**X. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XI. PERSONNEL ITEMS (ACTION/REPORT/DISCUSSION)**

- A. Approve Changes to ASCIP Health Benefits Coverage (Action) Fritz J. Heirich
- B. Personnel Report (Report) Fritz J. Heirich
- C. Chief Executive Officer Evaluation (Discussion) President Kelsch

**XII. FUTURE 2017-18 MEETINGS**

- August 30, 2017: CIPA Board of Directors'
- September 21, 2017: Finance Committee  
Health Benefits Committee
- September 28, 2017: 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