



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

**Time: Thursday, September 27, 2018; 10:00 A.M.**

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

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**MEMBERS**

Corinne Kelsch, President  
Keith Butler, Vice President  
Susan Hume, Treasurer

Santa Clara County Schools' Insurance Group JPA  
Palos Verdes Peninsula Unified School District  
Bonita Unified School District

Teresa Dreyfuss  
Phil Hillman  
Mays Kakish  
Michael Johnston  
Barbara Ott  
Andrea Reynolds  
Irene Sumida  
Yumi Takahashi  
Fred Williams

Rio Hondo Community College District  
Ontario-Montclair School District  
Riverside Unified School District  
Clovis Unified School District  
Brea Olinda Unified School District  
Lowell Joint School District  
Fenton Charter Public Schools  
Long Beach Unified School District  
North Orange County Community College District

**ALTERNATES**

Lydia Cano  
Tim Corcoran  
Clark Hampton  
Peter Hardash  
Antoine Hawkins  
Karen Kimmel  
Robert McEntire  
Monica Oviedo  
Kent Taylor  
Dean West

Baldwin Park Unified School District  
Grossmont-Cuyamaca Community College District  
Capistrano Unified School District  
Rancho Santiago Community College District  
Bassett Unified School District  
Las Virgenes Unified School District  
Covina-Valley Unified School District  
Whittier Union High School District  
Lennox School District  
Orange County Department of Education

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Russell O'Donnell  
Lynn Truong  
Stephan Birgel  
Nidra Kumaradas

Chief Operating Officer  
Chief Financial Officer  
Chief Claims Officer, Property & Liability  
Senior Director of Workers' Compensation

**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 – August 30, 2018**

- 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 Vice President Butler
- B. Treasurer’s Report Treasurer Hume
- C. Committee Chair Reports:
  - 1. Claims & Coverage Committee Chair Hardash
  - 2. Nominating Committee Chair Hillman
- D. Staff Reports
  - 1. Chief Executive Officer Fritz J. Heirich
  - 2. Schools Excess Liability Fund Peter Hardash
- E. Board Member & Alternate Comments

**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.

- A. Certification of Signatures for 2018-19 (Action)
- B. ASCIP 2018 Second Quarter Investment Summary Report (Action)
- C. Renewal of ASCIP Building Maintenance Service Agreement (Action)

**VIII. INFORMATION AND DISCUSSION ITEMS**

- A. CIPA Unaudited Financial Statements as of June 30, 2018 Lynn Truong
- B. Annual Report of Risk Management Deposit Funds Lynn Truong
- C. 2018-19 Annual Strategic Planning Meeting Fritz J. Heirich

**IX. ACTION REQUESTED**

- A. Governance Fritz J. Heirich
  - 1. Appointment of Advisory Committee Members
- B. Approval of Safety National Grant Award Reshan Cooray/Nidra Kumaras
- C. Approval of Pilot Program – Total Temporary Disability Reduction Program/Early Return to Work Nidra Kumaradas
- D. Approve ASCIP’s Claims Presentation Policy Stephan Birgel

**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 (Discussion/Action) Russell O'Donnell
- B. Summary of Coverage Declinations (Discussion/Action) Russell O'Donnell
- C. Claims for Review/Action/Information (Discussion/Action) Stephan Birgel
  - 1. Gervin vs. Yosemite Community College District
- D. Chief Executive Officer Performance (Discussion) President Kelsch

**XI. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XII. PERSONNEL REPORT**

- A. Chief Executive Officer Evaluation Process President Kelsch

**XIII. FUTURE MEETINGS**

- October 11, 2018: Risk Control Committee
- October 25, 2018: Claims & Coverage Committee
- November 7-8, 2018: Strategic Planning Meeting
- November 9, 2018: Executive Committee Meeting

**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