



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

**Time: Thursday, April 30, 2020; 10:00 A.M.**

**Webinar Meeting Location: Pursuant to State of California Executive Order N-29-20**

**Log-In Information – Copy and Paste into your internet browser:**

<https://zoom.us/j/5626112011?pwd=Q1lzWlc4NS91akhWRTI3ZS9tWWxWQT09>

**Meeting ID: 562 677 2011**

**Password: 2020**

**Dial by your location**

**Meeting ID: 562 677 2011**

**Password: 2020**

**Find your local number: <https://zoom.us/u/a0oPEEmwA>**

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**MEMBERS**

Keith Butler, President  
Mays Kakish, Vice President  
Susan Hume, Treasurer

Palos Verdes Peninsula Unified School District  
Riverside Unified School District  
Bonita Unified School District

Peter Hardash  
Phil Hillman  
Michael Johnston  
Barbara Ott  
Tien Phan  
Andrea Reynolds  
Cheryl Sullivan  
Irene Sumida  
Yumi Takahashi  
Fred Williams

Rancho Santiago Community College District  
Ontario-Montclair School District  
Clovis Unified School District  
Brea Olinda Unified School District  
Santa Clara County Schools' Insurance Group  
Lowell Joint School District  
Valley Insurance Program JPA  
Fenton Charter Public Schools  
Long Beach Unified School District  
North Orange County Community College District

**ALTERNATES**

Cameron Abbott  
Lydia Cano  
Marc Chaldu  
Tim Corcoran  
Clark Hampton  
Karen Kimmel  
Michael Krause  
Monica Oviedo  
Dean West  
Connie Wu

Sierra Joint Community College District  
Baldwin Park Unified School District  
Glendora Unified School District  
Grossmont-Cuyamaca Community College District  
Capistrano Unified School District  
Las Virgenes Unified School District  
Anaheim Elementary School District  
Whittier Union High School District  
Orange County Department of Education  
Monrovia Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Stephan Birgel  
Jeff Grubbs  
Reshan Cooray  
Dan Sanger

Chief Claims Officer, Property & Liability  
Chief Operations/Financial Officer  
Executive Director, Property & Casualty  
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 – February 27, 2020**

- 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 Chair Hardash
  - 2. Risk Control Committee Chair Ott
- D. Schools Excess Liability Report Dave George, CEO, SELF
- E. Chief Executive Officer Report Fritz J. Heirich
- F. Board Member & Alternate Comments

**VII. INFORMATION AND DISCUSSION ITEMS**

- A. 2020 Executive Committee Elections Felicia Williams
- B. Report on Member Premium Renewal for 2020-21 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. Appointment of Advisory Committee Member
- B. Risk Control Program:
  - 1. Approve Physical Site Safety Assistance Resources
  - 2. Approve Physical Site Security & Student Violence Prevention Resources

3. Approve Environmental and Air Quality Resources
4. Approve Master Service Agreements:
  - i. Tw!st Studios
  - ii. Dr. Lyre C. Fribourg
- C. Approve Temporary Extension of Expiring Safety Credits
- D. Health Benefits Program: Approve COVID Treatment Cost Share

**IX. ACTION REQUESTED**

- A. Property & Liability Program: Fritz J. Heirich
  1. Approve ASCIP Membership
  2. Approve CSA Memorandum of Coverage
- B. Operations: Approve Contract and Authority Policy Jeff Grubbs
- C. OCIP Program: Approve Additional Completed Operations Coverage John Chino, Gallagher

**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. Dennis vs. Chaffey Joint Union High School District (Discussion/Action)
  2. Jane Doe G.F. vs. Santa Ana Unified School District (Discussion/Action)

**XI. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

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

- A. Action Items: Fritz J. Heirich
  1. Approve Temporary Remote Work Policy
  2. Approve Temporary Increase in Employee Vacation Sell Back Limit
  3. Approve Implementation of CARES Act Changes to ASCIP’s Employee Benefit Plans
- B. Status Report on TCS Study President Butler

**XIII. FUTURE MEETINGS**

- May 20, 2020: Finance Committee  
Health Benefits
- May 21, 2020: Risk Control Committee
- May 28, 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