



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

**Time: Thursday, July 1, 2021, 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/93439422495?pwd=a0lJaVl2NVRydDhkOTByNmU5Y3Vodz09>

**Dial by your location**

**Meeting ID: 934 3942 2495**

**Passcode: 541946**

**Find your local number: <https://zoom.us/j/93439422495?pwd=a0lJaVl2NVRydDhkOTByNmU5Y3Vodz09>**

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**MEMBERS**

Phil Hillman, President  
Susan Hume, Treasurer

Ontario-Montclair School District  
Bonita Unified School District

Tim Corcoran  
Clark Hampton  
Michael Johnston  
Tien Phan  
Andrea Reynolds  
Cheryl Sullivan  
Irene Sumida  
Yumi Takahashi  
Dean West  
Fred Williams

Grossmont-Cuyamaca Community College District  
Capistrano Unified School District  
Clovis 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  
Orange County Department of Education  
North Orange County Community College District

**ALTERNATES**

Cameron Abbott  
Christina Aragon  
Marc Chaldu  
Ruben Frutos  
Kevin Jamero  
Gretchen Janson  
Jason Johnson  
Karen Kimmel  
David Riddick  
Lisa Shoemaker  
Anthony Soria  
Connie Wu

Sierra Joint Community College District  
Downey Unified School District  
Covina-Valley Unified School District  
Paramount Unified School District  
Whittier Union High School District  
Lawndale Elementary School District  
Hermosa Beach City School District  
Las Virgenes Unified School District  
Fenton Charter Public Schools  
Claremont Unified School District  
Tustin Unified School District  
Monrovia Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Stephan Birgel  
Jeff Grubbs  
Marco Guardi  
Reshan Cooray

Chief Claims Officer, Property & Liability  
Chief Operations/Financial Officer  
Managing Director, Risk Control  
Senior Director of Property & Casualty

**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 27, 2021**

- 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. President's Report President Hillman
- B. Committee Chair Reports
  - 1. Claims & Coverage Committee Chair Hillman
  - 2. Nominating Committee Chair Hillman
  - 3. Personnel Committee Chair Hillman
  - 4. Marketing & Underwriting Committee Chair Williams
- C. 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. Approve and Ratify Public Salary Schedule
- B. Approve Summary of ASCIP Service Providers
- C. Approve 2021-22 Professional Conferences

**VIII. ACTION REQUESTED**

- A. Governance: Fritz J. Heirich
  - 1. Certification of Election for ASCIP Executive Committee Members
  - 2. Approve Appointment to Fill Executive Committee Vacancies
  - 3. Approve Appointment of Executive Committee Alternates for 2021-22
  - 4. Approve Appointment of Advisory Committee Members

- |                                                            |                             |
|------------------------------------------------------------|-----------------------------|
| B. Approve Changes to Master Service Agreements            | Marco Guardi                |
| C. Approve 2021-22 Insurance & Reinsurance Purchases       | John Chino/Fritz J. Heirich |
| D. Approve Facultative Casualty Insurance                  | Fritz J. Heirich            |
| E. Approve Changes to the Property & Liability Program MOC | Fritz J. Heirich            |
| F. Approve Endorsements to Property & Liability MOC        | Fritz J. Heirich            |
| G. Approve ASCIP Membership                                | Reshan Cooray               |
| H. Approve Operating and Capital Budget for 2021-22        | Jeff Grubbs                 |

**IX. CLOSED SESSION – LITIGATION AND/OR REAL PROPERTY**

“THE EXECUTIVE COMMITTEE WILL NOW BE MOVING BACK INTO CLOSED SESSION. MATTERS TO BE DISCUSSED ARE THOSE PERMITTED BY GOVERNMENT CODE SECTIONS 54956.8, 54956.9, 54956.95, AND 54957, 54957(B), AND 54957.6 – PERSONNEL, LITIGATION AND/OR REAL PROPERTY”

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|--------------------------------------------------------------------------------------|----------------|
| A. Open Large Reserve Claims (Information Only)                                      | Stephan Birgel |
| B. Summary of Coverage Declination (Information Only)                                | Stephan Birgel |
| C. Claims for Review /Action/Information (Government Code §54956.95)                 | Stephan Birgel |
| 1. Loretta Jordan vs. Rancho Santiago Community College District (Discussion/Action) |                |
| 2. Anita Reyes vs. State Center Community College District (Discussion/Action)       |                |
| 3. Kenia Rios vs. El Monte Union High School District (Discussion/Action)            |                |
| 4. Roman Robles vs. Covina-Valley Unified School District (Discussion/Action)        |                |

**X. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

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

Fritz J. Heirich

- A. Approve 2021-22 ASCIP Employee Benefits
- B. Approve New Position
- C. Approve Position Reclassification
- D. Approve 2021-22 Salary Ranges and Schedule
- E. Approve Employee Compensation Budget for FY 2021-22

**XII. FUTURE MEETINGS**

- |                  |                             |
|------------------|-----------------------------|
| August 12, 2021: | Risk Control Committee      |
| August 19, 2021: | Finance Committee           |
|                  | CIPA Board of Directors'    |
| August 26, 2021: | Claims & Coverage Committee |
|                  | Executive Committee         |

**XIII. ADJOURNMENT**

The next regular meeting of the Executive Committee will be held on Thursday, August 26, 2021.

**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