



ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS  
EXECUTIVE COMMITTEE MEETING  
AGENDA

Time: Thursday, September 30, 2021, 10:00 A.M.

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

Join Zoom Meeting:

<https://zoom.us/j/91362405167?pwd=UHpWnDFqd1ZYVmZWUzVuNmVIR1paZz09>

Dial by your location

Meeting ID: 913 6240 5167

Passcode: 940188

Find your local number: <https://zoom.us/j/91362405167?pwd=UHpWnDFqd1ZYVmZWUzVuNmVIR1paZz09>

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**MEMBERS**

Phil Hillman, President

Andrea Reynolds, Vice President

Susan Hume, Treasurer

Ontario-Montclair School District

Lowell Joint School District

Bonita Unified School District

Tim Corcoran

Clark Hampton

Michael Johnston

Tien Phan

David Riddick

Cheryl Sullivan

Yumi Takahashi

Dean West

Fred Williams

Connie Wu

Grossmont-Cuyamaca Community College District

Capistrano Unified School District

Clovis Unified School District

Santa Clara County Schools' Insurance Group

Fenton Charter Public Schools

Valley Insurance Program JPA

Long Beach Unified School District

Orange County Department of Education

North Orange County Community College District

Monrovia Unified School District

**ALTERNATES**

Cameron Abbott

Christina Aragon

Marc Chaldu

Ryan DiGiulio

Ruben Frutos

Kevin Jamero

Gretchen Janson

Rick Jensen

Jason Johnson

Karen Kimmel

Anthony Nahale

Lisa Shoemaker

Anthony Soria

Sierra Joint Community College District

Downey Unified School District

Covina-Valley Unified School District

Unified Schools Insurance Program JPA

Paramount Unified School District

Whittier Union High School District

Lawndale Elementary School District

Unified Schools Insurance Program JPA

Hermosa Beach City School District

Las Virgenes Unified School District

Norwalk-La Mirada Unified School District

Claremont Unified School District

Tustin Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Stephan Birgel  
Jeff Grubbs  
Marco Guardi  
Martha Espinoza

Chief Claims Officer, Property & Liability  
Chief Operations/Financial Officer  
Managing Director, Risk Services  
Senior Director, Risk Services

**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 – July 1, 2021, August 26, 2021, and September 9, 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
- C. Chief Executive Officer Report Fritz J. Heirich
- D. Board Member & Alternate Comments

**VII. INFORMATION/DISCUSSION ITEMS**

- A. Learning Management System Update Marco Guardi/Martha Espinoza
- B. Annual Report of Risk Management Deposit Funds Jeff Grubbs
- C. ASCIP Facility Purchase Update Jeff Grubbs
- D. ASCIP 2021-22 Strategic Planning Meeting 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. Ratify Vendor Schedule of Agreements for 2-4 Contracting and Authority Policy
- B. Approve Certification of Signatures for 2021-22
- C. Accept Deferral of Rebates in Risk Management Deposit Funds

**IX. ACTION REQUESTED**

- A. Governance: Fritz J. Heirich
  - 1. Appointment of Advisory Committee Members
  - 2. Executive Committee Action and Findings for Continued Remote Viewing Option for all Brown Act Committees Under AB361 and Executive Order N-15-21
- B. Approve Extension of Cyber Coverage Fritz J. Heirich

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

“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 Large Reserve Claims (Information Only) Stephan Birgel
- B. Claims for Review /Action/Information (Government Code §54956.95) Stephan Birgel
  - 1. J.J., a minor v. Whittier City School District (Discussion/Action)
  - 2. John CM Doe vs. Norwalk-La Mirada Unified School District (Discussion/Action)
  - 3. Lily Monge v. Montebello Unified School District (Discussion/Action)
  - 4. Lunden Peterson v. Fullerton Joint Union High School District (Discussion/Action)

**RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

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

- A. 2021 CEO Evaluation Process and Schedule (Discussion Only) President Hillman
- B. Personnel Report (Discussion Only) Fritz J. Heirich

**XII. FUTURE MEETINGS**

- October 14, 2021: Risk Control Committee
- October 21, 2021: Claims & Coverage Committee
- November 10-11, 2021: Strategic Planning Meeting
- November 12, 2021: Executive Committee

**XIII. ADJOURNMENT**

The next regular meeting of the Executive Committee will be held on Friday, November 12, 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