

# NORTH BAY SCHOOLS INSURANCE AUTHORITY EXECUTIVE COMMITTEE MEETING

WEDNESDAY, AUGUST 13, 2025  
1:00 P.M. (or directly following Investment Committee)

NBSIA Small Conference Room  
and  
Videoconference Option  
[Meeting Link](#)

## AGENDA

*All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). The teleconferencing locations are listed below. Each location is accessible to the public, and members of the public may address the Board from any of the teleconference locations.*

- North Bay Schools Insurance Authority, 380A Chadbourne Road, Fairfield, CA 94534
- Fairfield-Suisun Unified School District; 2490 Hilborn Road; Fairfield, CA 94534

*In compliance with the Americans with Disabilities Act, if you are a disabled person and require a disability-related modification or accommodation to participate in this meeting, please contact Carrie Green at 707-428-1830 or by fax at 707-428-1848. Requests must be made as early as possible, and at least one full business day before the start of the meeting.*

### 1. CALL TO ORDER

### 2. APPROVAL OF AGENDA

### 3. PUBLIC COMMENTS

*At this time, members of the public may address the Executive Committee regarding any item within the subject matter jurisdiction of the Committee. 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 subject to the approval of the Committee.*

### 4. MEMBER REPORTS AND COLLABORATION

*This time is set aside for members to report on items and share ideas about issues, programs and projects that may be of interest to the group.*

### 5. PRESENTATIONS/REPORTS TO THE EXECUTIVE COMMITTEE

A. Executive Director's Report

### 6. NON-ACTION / FOR DISCUSSION ONLY

- A. General Counsel Interview Process
- B. Property & Liability Premium Calculations
- C. Property Claims Best Practices
- D. Strategic Planning Session 2026

## 7. ACTION ITEMS

### A. Approval of Consent Calendar

*All matters listed under the Consent Calendar are considered by the Committee to be routine and will be enacted by the Committee in one motion. There will be no discussion on these items prior to the time the Committee votes on the motion unless a Member(s) of the Committee, staff, or the public requests specific items to be discussed and/or removed from the Consent Calendar.*

- i. Approval of the Minutes, Regular Meeting, May 30, 2025
- + ii. Receive and File Financial Reports at June 30, 2025 (unaudited)
- iii. Receive and File Expense Report at June 30, 2025
- iv. Receive and File Investment Report at June 30, 2025
- v. Approval of Personnel Actions: May – August 2025
- vi. Approval of Contracts for services
  - a. Bell Products; HVAC repairs
  - b. Campus Safety Consultants; training
  - c. Certifx Live Scan; Employee background checks
  - d. Eyres Law; legal hotline extension
  - e. Feldhake Law Firm; interim general counsel services
  - f. Fidelity Roof; roof repairs
  - g. Granlibakken Resort; Leadership Team Retreat
  - h. Fozi, Dwork & Modafferi; legal services
  - i. Latitude; subrogation services
  - j. Marsh Consulting; property & liability claims audit
  - k. Matson & Isom; IT and website services
  - l. Raptor Technologies; training platform
  - m. Risk & Insurance Ed. Alliance; CSRM training
  - n. Tao Rossini; legal services
  - o. Techedify; AI consultant and training

### B. Property & Liability

- i. Approval of Amended Memorandum of Liability Coverage (MOLC) for FY2025-26 (for Discussion and Action)  
*The Executive Committee is asked to review and approve the Amended MOLC as presented for final approval by the Board of Directors.*
- ii. Approval of Final Property & Liability Rates and Coverage Structure for FY2025-26 (for Discussion and Action)  
*The Executive Committee is asked to review and approve the Property & Liability rates and coverage structure as presented for final approval by the Board of Directors.*

### C. Finance/Administration

- i. Final Annual Budget FY2025-26 (for Discussion and Action)  
*The Committee is asked to review and approve the final budget as presented for final approval by the Board of Directors.*

+ sent under separate cover

**8. CLOSED SESSION**

The 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. Vallejo City Unified School District Membership and MOU – Discussion Only (pursuant to Government Code §54956.9(d) based on advice of counsel and for receipt of JPA counsel advice)

**9. REPORT FROM CLOSED SESSION**

*Pursuant to Government Code Section 54957.1, the Committee will report in open session any action, or lack thereof, taken in closed session.*

**10. ADJOURNMENT**

Next Meetings:       Wednesday, September 24, 2025 at 12:00 p.m. (Board)  
                              Wednesday, November 5, 2025 at 12:00 p.m. (Executive Committee)