

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
November 9, 2022
MINUTES**

- Call to Order** The meeting was called to order at 12:10 p.m. by President Best.
- Attendance** Committee members in attendance were:
Dana Page, Napa Valley USD
Michelle Henson, Solano County Office of Education
Attending by videoconference/Zoom:
Matt Best, Davis Joint USD
- Staff and Guests** Kim Santin, Executive Director
Andrew Obando, Finance Manager
Denise Schreiner, Member Services Manager (joined at 12:45 for Item 7(A))
Attending by videoconference/Zoom:
Carrie Green, Administrative Assistant
- Approval of Agenda** Motion made by Page, seconded by Henson, and carried unanimously to approve the agenda as presented. (*Ayes: Best, Henson, Page; Noes: none; Absent: Schultz; Abstain: none*)
- Public Comments** No public present.
- Member Reports and Collaboration** No member reports.
- Executive Committee Briefing**
Santin updated the Committee on several matters including the annual Report Card meetings held in-person with eight of the member districts thus far, NBSIA's transition to a new payroll system with an annual cost of \$10k, and NBSIA's Reboot meetings to be scheduled in January at SCOE and NVUSD. Santin also reported that NBSIA will be reinstating our quarterly claims review meetings with our members to include P&L and return to work data. Santin updated the Committee on Risk Management assistance provided to Pope Valley ESD. Board President Best approved an investigation in this matter.
- ACTION ITEMS**
- Consent Calendar Motion was made by Henson, seconded by Page, and carried unanimously to approve all items listed on the Consent Calendar, including the Regular Meeting Minutes August 17, 2022; Investment Committee Meeting Minutes August 17, 2022; Personnel Actions (July-September 2022); Expenditure Report (July-September 2022); Quarterly Financial Statements at September 30, 2022; Investment Quarterly Report at September 30, 2022; Annual Staff Compensation Report. (*Ayes: Best, Henson, Page; Noes: none; Absent: Schultz; Abstain: none*)
- Property/Liability Program**
Property/Liability Capital Target Funding at 6/30/2022
Santin presented the Property/Liability Capital Target Funding report as of June 30, 2022. The program experienced a healthy increase in net position over the prior year because of lower claims and conservative funding practices. The program meets all three funding benchmarks. Continued strengthening is expected over the current year with the

increase to 90% to the funding level, which will further provide stability and help us to meet the uncertainty of current excess markets.

Motion was made by Page, seconded by Henson, and carried unanimously to accept and file the Property/Liability Capital Target Funding at 6/30/2022 as presented. (*Ayes: Best, Henson, Page; Noes: none; Absent: Schultz; Abstain: none*)

Workers' Compensation Program

Workers' Comp Capital Target Funding at 6/30/2022

Santin presented the Workers' Comp Capital Target Funding report as of June 30, 2022. The program gained net position over last year, meets all capital target goals, and is financially strong and stable. Equity provides opportunities to support WC rate stability and fund risk management programs.

Motion was made by Page, seconded by Henson, and carried unanimously to accept and file the Workers' Compensation Capital Target Funding at 6/30/2022 as presented. (*Ayes: Best, Henson, Page; Noes: none; Absent: Schultz; Abstain: none*)

Dental/Vision Programs

Dental Program Capital Target Funding at 6/30/2022

Santin presented the Dental Program Capital Target Funding report as of June 30, 2022. Overall, the program remains financially strong and meets all targets. This will enable us to moderate rate changes and absorb short-term cost increases.

Motion was made by Henson, seconded by Page, and carried unanimously to accept and file the Dental Program Capital Target Funding at 6/30/2021 as presented. (*Ayes: Best, Henson, Page; Noes: none; Absent: Schultz; Abstain: none*)

NON-ACTION ITEMS

POET Update

Member Services Manager, Denise Schreiner, joined the meeting for the POET update. There have been several concerns raised about potential candidates not passing portions of the POET testing. NBSIA will be conducting walk-throughs of the facilities and observing the POET testing requirements first-hand. Another concern raised is that Kaiser is no longer willing to sign anymore medical waivers for issues such as high blood pressure. NBSIA will work with POET administrators to give priority for return visits and in making adjustments to the pass/fail percentage (i.e., 90% is the pass rate instead of the current 95%). NBSIA will also work with the membership in examining the job descriptions to confirm that the testing requirements match the job duties to be performed. NBSIA will also work on the communication portion of the test and its requirements in the form of an instruction and information sheet in both English and Spanish. NBSIA is also working with POET administrators on increasing the number of testing locations to include Sacramento and Napa. The Executive Committee requested that this update be put in an email and communicated out to the Board.

Strategic Planning Meeting 2023

Santin reported on the current strategic session to be held in January 2023 in Napa. The 2023 format will follow past practices: the Strategic Planning Session will be held on January 26th, with the board meeting the following morning on January 27th. More information about the event will be forthcoming in the next few weeks.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:16pm.

Respectfully submitted by: Kim Santin
Kim Santin, Executive Director

11/9/2022
Date

Approved by Committee: _____
Date