

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
February 23, 2023
MINUTES**

- Call to Order** The meeting was called to order at 12:01 p.m. by President Best.
- Attendance** Committee members in attendance were:
Michelle Henson, Solano County Office of Education
Josh Schultz, Napa County Office of Education
Attending by videoconference/Zoom:
Matt Best, Davis Joint USD
Dana Page, Napa Valley USD
- Staff and Guests** Kim Santin, Executive Director
Brandon Schlenker, Property & Liability Manager
Carrie Green, Administrative Assistant
Attending by videoconference/Zoom:
Rob Cutbirth, General Counsel (*for Agenda Items 7(B) and Closed Session items A and B*)
- Approval of Agenda** Motion made by Schultz, seconded by Henson, and carried unanimously to approve the agenda as presented. (*Ayes: Best, Henson, Page, Schultz; Noes: none; Absent: none; 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 upcoming NBSIA Reboot meetings to be held at the beginning of March. Santin also provided a brief update on cyber rates and the drafted Crisis Communications Handbook. The AGRiP and CAJPA conferences are coming up, and Santin encouraged the Committee to attend. Santin also reported that the annual Compensation Study is underway and new legislation under AB 452 is being reviewed and monitored.
- ACTION ITEMS**
- Consent Calendar Motion was made by Schultz, seconded by Henson, and carried unanimously to approve all items listed on the Consent Calendar, including the Regular Meeting Minutes November 9, 2022 and Expense Report (January 2023); (*Ayes: Best, Henson, Page, Schultz; Noes: none; Absent: none; Abstain: none*)
- DISCUSSION / NON-ACTION ITEMS**
- NBIG Captive Update Santin reminded the Committee that the annual Board of Directors meeting has been scheduled for May 5, 2023 in Salt Lake City, Utah.
- Mutual Aid Agreement Property & Liability Manager, Brandon Schlenker and attorney, Rob Cutbirth, reported that NBSIA has developed a Mutual Aid Agreement to

be added to the P&L forms bank. These agreements can be used to help protect our member districts in order to encourage safe collaboration with local cities and counties. Questions were asked by the Committee about how NBSIA was going to promote and train member staff on how and when to use such agreements. A presentation will be given to the full Board at the April meeting.

CLOSED SESSION

The Executive Committee entered Closed Session at 12:26 p.m. for discussion and possible action on the following matters:

- A. *Benson v. DJUSD* pursuant to Government Code Section 54956.95(a) (Brandon Schlenker and attorney, Rob Cutbirth, in attendance)
- B. Conference with Legal Counsel regarding anticipated litigation pursuant to Government Code Section 54956.9(d)(4) (Attorney, Rob Cutbirth, in attendance)
- C. Public Employment – Executive Director Evaluation pursuant to Government Code Section 54957(b).

REPORT FROM CLOSED SESSION

The Executive Committee returned from Closed Session at 1:41 p.m. and reported as follows:

- A. Settlement authority was granted by the Executive Committee.
- B. No action taken
- C. A satisfactory evaluation was given the Executive Director Santin. Board President Best will work with Santin to finalize the evaluation document.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:45 p.m.

Respectfully submitted by: Kim Santin 2/22/2023
Kim Santin, Executive Director Date

Approved by Committee: 3/22/2023
Date