

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
May 24, 2023**

MINUTES

- Call to Order** The meeting was called to order at 12:01 p.m. by President Best.
- Attendance** Those in attendance were:
Dana Page, Napa Valley USD
Josh Schultz, Napa County Office of Education
Michelle Henson, Solano County Office of Education
Attending by videoconference/Zoom:
Matt Best, Davis Joint USD
- Staff and Guests** Kim Santin, NBSIA
Andrew Obando, NBSIA
Brandon Schlenker, NBSIA
Carrie Green, NBSIA
Attending by videoconference/Zoom:
Denise Schreiner, NBSIA
- Approval of Agenda** Motion made by Schultz, seconded by Page, 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** None.
- 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 March 23, 2023; and Expenditure Report (March – April 2023) (*Ayes: Best, Henson, Page, Schultz; Noes: none; Absent: none; Abstain: none*)
- Finance/Operations**
- Preliminary Annual Budget FY2023/24
The Preliminary Annual Budget was presented inclusive of all coverages, programs, and services, as well as operational and administrative expenses. A narrative report detailing assumptions, substantive changes from the prior year, capital projects, and definitions was also provided. Overall, NBSIA’s largest budgeted expense is losses. Excess markets continue to be challenging. There is also a focused priority on recruiting and retaining high-quality staff to effectively administer claims and support Members. LAST COMP STUDY: 2018 DATA, 2019 CHANGES WENT INTO EFFECT.
- Motion was made by Schultz, seconded by Henson, and carried unanimously to recommend approval of the Preliminary Annual Budget for FY2022-23 as presented to the Board of Directors. (*Ayes: Best, Henson, Page, Schultz; Noes: none; Absent: none; Abstain: none*)

Property/Liability

Preliminary Property/Liability Rates FY2023/24

The Preliminary Property/Liability Rates for FY2023/24 were presented based on information to-date from our brokers.

As of the meeting date, general liability and crime are fully bound. Property and vehicle are very close. Cyber is still uncertain, as the market remains unstable. It was noted that property and liability renewals have been more favorable than recent years, in part due to our loss experience and the impact of the BASIC and SPA partnerships. Overall Property/Liability program contribution rates are essentially flat, although that is subject to change as renewals are finalized. Individual Member changes vary according to liability loss experience and changes in exposures. Funding worksheets at 85% and 90% confidence levels were presented for discussion.

For the 2021-22 year, the Board opted to fund at a higher confidence level to strengthen program funding. The strategy was effective, and the program now fully meets all three components of our Capital Target policy (85% confidence level funding, rate stabilization, and catastrophic loss reserve). Funding at the 85% confidence level going forward should continue to strengthen the program's net position.

Motion was made by Schultz, seconded by Page, and carried unanimously to recommend approval of the preliminary Property/Liability rates at the 85% confidence level to the Board of Directors. (*Ayes: Best, Henson, Page, Schultz; Noes: none; Absent: none; Abstain: none*)

DISCUSSION ITEMS

Proposed Meeting Schedule for FY2023/24

The tentative Board and Executive Committee meeting dates for FY2023/24 were presented. No changes or other considerations were noted. The schedule will be presented to the Board of Directors for final approval.

Election of Officers for FY2023/24

Election of Board Officers will take place at the June 14, 2023 Board meeting. Some of the Executive Committee Members expressed interest in continuing to serve on the Executive Committee but wanted to open it up for discussion at the June board meeting to gauge other interest.

Executive Director's Report

An update to the Executive Committee was provided including the member-wide wellness program, Spring into Motion. Napa Valley Unified School District had the most participants. There will be another wellness initiative in the Fall. BASIC has decided to not renew Sedgwick contract for claims services. They will breakout some of the services; NBSIA will provide financial oversight. RESIG will cover the admin. They will contract out for an Executive Director. PIO training to be provided to in the Fall to cover how to handle media coverage and community messaging. The Committee offered some suggestions of training

providers, including the CalSPRA organization. The Committee discussed the previous trainings provided by Eric Mower. NBSIA Leadership Team has scheduled Staff Appreciation for August 29th.

EAP Program Update

Member Services Manager, Denise Schreiner, reported to the Committee that an Optum training will be held on May 30th for District/COE contacts. New digital materials will be made available soon to the members, along with additional information on how to transfer MHN counseling services to Optum.

Closed Session

The Executive Committee entered Closed Session at 12:56 p.m. for discussion regarding *Janas v. Fairfield-Suisun Unified School District* (pursuant to Government Code Section 54956.95(a))

Report from Closed Session

The Executive Committee returned from Closed Session at 1:11 p.m. and reported that settlement authority was given to staff.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:12 p.m.

Respectfully submitted by: Kim Santin 5/24/2023
Kim Santin, Executive Director Date

Approved by Committee: 8/16/2023
Date