

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
November 8, 2023**

MINUTES

Call to Order The meeting was called to order at 12:03 p.m. by President Page.

Attendance Committee members in attendance were:
Dana Page, Napa Valley USD
Michelle Henson, Solano County Office of Education
Maureen Hester, Calistoga JUSD
Attending by videoconference/Zoom:
Matt Best, Davis JUSD (joined at 12:09 p.m.; left at 12:56 p.m.)

Staff and Guests Kim Santin, Executive Director
Andrew Obando, Finance Manager
Kami Linan, Workers Compensation Manager
Stephanie Carmona, Property & Liability Adjuster
Jennett Horder, Newfront (joined for Item 4)
Attending by videoconference/Zoom:
Brandon Schlenker, Property & Liability Manager
Carrie Green, Administrative Assistant

Approval of Agenda Request was made to move Agenda Item 6.C(ii). as the new number Agenda Item 4, prior to Member Reports and Collaboration. Motion made by Hester, seconded by Henson, and carried unanimously to approve the agenda with the requested changes. (*Ayes: Henson, Page; Noes: none; Absent: Best; Abstain: none*)

Public Comments No public present.

ACTION ITEMS

Workers' Compensation Independent Claims Audit Report

Jennett Horder, of Newfront, presented the Workers' Compensation Claims Audit Report to the Committee. Their review of claims was from work done between October 2021-October 2023. Out of a possible 2365 total points available, NBSIA scored 2296 or a 97.1%. Horder reported that NBSIA has scored 95% and above since 2019, illustrating a consistent excellence in performance when compared to peers. She noted that it is the auditors' opinion that the benchmarks set by NBSIA, along with the claims program structure and experienced staff, that continually demonstrate its strong foundation for performance excellence.

Motion was made by Hester, seconded by Henson, and carried unanimously to accept and file the Workers' Compensation Independent Claims Audit Report as presented. (*Ayes: Best, Henson, Hester, Page; Noes: none; Absent: none; Abstain: none*)

NON-ACTION ITEMS

Member Reports and Collaboration

No member reports.

Executive Committee Briefing

Santin updated the Committee on several matters including the annual Report Card meetings, conference attendance, and a safety grant update. Santin also provided the Committee with a list of recent trainings.

ACTION ITEMS

Consent Calendar

Motion was made by Henson, seconded by Hester, and carried unanimously to approve all items listed on the Consent Calendar, including the Regular Meeting Minutes August 16, 2023; Investment Committee Meeting Minutes August 16, 2023; Personnel Actions (August-November 2023); Expenditure Report (July-September 2023); Quarterly Financial Statements at September 30, 2023; Investment Quarterly Report at September 30, 2023 (*Ayes: Best, Henson, Hester, Page; Noes: none; Absent: none; Abstain: none*)

Property/Liability Program

Property/Liability Capital Target Funding at 6/30/2023

Santin presented the Property/Liability Capital Target Funding report as of June 30, 2023. 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 at the 85% funding level, which will further provide stability and help us to deal with the uncertainty of current excess markets.

Motion was made by Hester, seconded by Henson, and carried unanimously to accept and file the Property/Liability Capital Target Funding at 6/30/2023 as presented. (*Ayes: Best, Henson, Hester, Page; Noes: none; Absent: none; Abstain: none*)

Workers' Compensation Program

Workers' Comp Capital Target Funding at 6/30/2023

Santin presented the Workers' Comp Capital Target Funding report as of June 30, 2023. 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 Henson, seconded by Hester, and carried unanimously to accept and file the Workers' Compensation Capital Target Funding at 6/30/2023 as presented. (*Ayes: Best, Henson, Hester, Page; Noes: none; Absent: none; Abstain: none*)

Dental/Vision Programs

Dental Program Capital Target Funding at 6/30/2023

Santin presented the Dental Program Capital Target Funding report as of June 30, 2023. 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 Hester, seconded by Henson, and carried unanimously to accept and file the Dental Program Capital Target Funding at 6/30/2023 as presented. (*Ayes: Best, Henson, Hester, Page; Noes: none; Absent: none; Abstain: none*)

CLOSED SESSION The Executive Committee entered Closed Session at 1:04 p.m. for discussion regarding *Jackson, et al. 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 1:19 p.m. and reported that there is no report out.

ADJOURNMENT There being no further business, the meeting was adjourned at 1:22 p.m.

Respectfully submitted by: Kim Santin 11/9/2023
Kim Santin, Executive Director Date

Approved by Committee: 2/27/2024
Date