

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING
February 18, 2026**

MINUTES

- Call to Order** The meeting was called to order at 12:00 p.m. by President Barrington.
- Attendance** Those in attendance were:
Trudy Barrington, Benicia JUSD
Maureen Hester, Calistoga JUSD
Laneia Grindle, FSUSD
By Zoom/videoconference:
Michelle Henson, Solano County Office of Education
- Staff and Guests** Noel Waldvogel, NBSIA
Carrie Green, NBSIA
Lily Vossbrink, NBSIA (for Closed Session Item 7(A))
Jim Wilkey, Newfront (for presentation under Item 9(C))
- Approval of Agenda** Motion made by Hester, seconded by Grindle, and carried unanimously by roll-call vote to approve the agenda as presented. (*Ayes: Barrington, Grindle, Henson, Hester; Noes: none; Absent: none; Abstain: none*)
- Public Comments** No public present.
- Member Reports and Collaboration**
- Members reported that a number of local educational agencies have recently received broad Public Records Act requests from the law firm Manly Stewart. Staff discussed the scope of the requests and shared general concerns regarding the volume and breadth of records being sought.
- Staff reported that NBSIA has issued reference materials to assist members in understanding the nature of the requests and in approaching their responses in a thoughtful and legally sound manner. The guidance is intended to support members as they work with their own legal counsel to evaluate responsiveness, exemptions, and appropriate narrowing of requests.
- Executive Director Report**
- The Executive Director provided an update following the recent Strategic Planning Session, including staff efforts to translate Board priorities into defined action steps and timelines, with the goal of presenting a draft Strategic Plan to the Executive Committee in March and a final plan to the Board in April.
- Additional updates included participation in SPA and BASIC Board meetings; outreach and research related to SB 848 volunteer mandated reporter training solutions; discussions with SISC regarding dental program alternatives and an upcoming cost and service comparison; and a scheduled technology planning session focused on IT infrastructure, security, and system upgrades.

The Executive Director also reported on internal initiatives, including completion of Part II of Emotional Intelligence leadership training and ongoing staff engagement and professional development efforts.

ACTION ITEMS
Consent Calendar

Motion was made by Grindle, seconded by Hester, and carried unanimously by roll-call vote to approve all items listed on the Consent Calendar, including:

- i. Minutes: Regular Meeting, November 5, 2025
- ii. Personnel Report (October 2025-February 2026)
- iii. Contracts:
 - a. Quench, water bottle service and rentals

(Ayes: Barrington, Grindle, Henson, Hester; Noes: none; Absent: none; Abstain: none)

CLOSED SESSION

The Executive Committee entered Closed Session at 12:12 p.m. for discussion regarding 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. *John Lammon v. FSUSD* (pursuant to Government Code Section 54956.95(a))
- B. Employee Evaluation, Executive Director (pursuant to Government Code Section 54957(b)).

REPORT FROM CLOSED SESSION

The Executive Committee returned from Closed Session at 12:52 p.m. and reported the following:

- A. Settlement authority was approved.
(Ayes: Barrington, Henson, Hester; Noes: none; Absent: none; Abstain: Grindle)
- B. No Report Out

DISCUSSION / NON-ACTION ITEMS

Executive Director Evaluation Process

The Executive Committee discussed the annual Executive Director evaluation process, as required under the Executive Director's employment agreement. The Committee reviewed prior practices and discussed elements to be included for the current evaluation cycle. Following discussion, the Committee reached consensus that the evaluation process will include the following components:

- The Executive Director will complete a self-evaluation using the established evaluation document.
- An anonymous survey will be distributed to staff and Board members to solicit confidential feedback as part of the evaluation process.
- An evaluation meeting will be scheduled between the Board President and the Executive Director following the April Board Meeting, after review of compiled feedback.

The Committee agreed that this approach provides a comprehensive and transparent evaluation process and is consistent with past practice while allowing for broader input. No formal action was taken.

Status of BSSP Membership

Waldvogel reminded the Committee of the withdrawal of Butte Schools Self-Funded Programs (BSSP) from the workers' compensation program effective July 1, 2026.

During discussion, staff reviewed BSSP's participation history, the timeline for withdrawal, and the anticipated administrative and operational impacts associated with their departure. It was noted that BSSP's share of the Authority's operational and administrative expenses will be redistributed among the remaining members following BSSP's withdrawal, resulting in a slight increase in administrative fees for the 2026-27 fiscal year.

It was further discussed that, due to BSSP's relatively low overall claim volume, no significant staffing impacts are anticipated. Staff also advised that withdrawal documentation will include a service agreement to address equity matters and tail claims, to be coordinated with General Counsel.

This item was informational only, and no formal action was taken.

Future of BASIC

Jim Wilkey of Newfront provided an overview of Bay Area Schools Insurance Cooperative (BASIC), including its formation and past operations, and led a discussion regarding the future of BASIC and how its programs dovetail with Schools Protection Authority (SPA) coverage towers.

During the presentation, it was noted that while no structural or operational changes are anticipated prior to the 2027-28 fiscal year, it is appropriate to begin discussions at this time given upcoming membership changes and long-term planning considerations.


The Committee asked questions regarding BASIC's current equity position, approximately \$14 million, and discussed preliminary concepts related to the potential use of those funds to help mitigate or minimize future rate increases. Waldvogel and Mr. Wilkey emphasized that these discussions are exploratory in nature and that no decisions or actions are planned at this time.

This item was informational only, and no formal action was taken.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:40 p.m.

Respectfully submitted by:



Noel Waldvogel, Executive Director

2/18/2026
Date

Approved by Committee:

3/18/26
Date