

**NORTH BAY SCHOOLS INSURANCE AUTHORITY
BOARD OF DIRECTORS MEETING
June 10, 2020**

MINUTES

CALL TO ORDER: The meeting was called to order at 12:00 p.m. by President Welch.

ATTENDANCE: Those in attendance:
Tommy Welch, Solano County Office of Education
Michelle Henson, Fairfield-Suisun USD
Via videoconference/Zoom:
Josh Schultz, Napa County Office of Education
Matt Best, Davis Joint USD
Trudy Barrington, Travis USD
Chris Hulett, Vacaville USD
Victoria Lamica, Solano Community College
Dana Page, Napa Valley USD
Tim Rahill, Benicia USD
Adrian Vargas, Vallejo City USD
Monique Stovall, Dixon USD

Staff and Guests

Janet Selby, NBSIA
Carrie Green, NBSIA

Via videoconference/Zoom:

Karen Antunes, NBSIA
Suzanne Dillman, NBSIA
Kami Liñan, NBSIA
Brandon Schlenker, NBSIA
Vahé Hovakimian, NBSIA
Candace Collins, Praesidium (presentation under Item 4)
Ory Tucker, Praesidium (presentation under Item 4)
Jim Wilkey, ABD (presentation under Item 6(B))
Dan Howell, Alliant (presentation under Item 6(B))
Dan Madej, Alliant (presentation under Item 6(B))

APPROVAL OF AGENDA

Motion was made by Best, seconded by Rahill, and carried unanimously to approve the agenda as presented. (*Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Vargas, Stovall; Noes: none; Abstained: none; Absent: none*)

PUBLIC COMMENTS

None.

REPORTS TO BOARD OF DIRECTORS

Praesidium Online Training

Candace D. Collins, Director of Strategic Alliances and Ory Tucker, Vice President of Product Services for Praesidium presented the new online training program for prevention of child sexual abuse and answered various questions from board members. They emphasized the importance of leadership support within the districts/COEs and that they are prepared to assist with gaining buy-in and implementation.

MEMBER REPORTS AND COLLABORATION

Members shared experience and strategies for issues they face in reopening schools, including how to handle decisions related to staff return to work, concerns from staff about safety, and learning management systems to support learning from home. Members discussed balancing pressure to return to classroom education and concerns from staff and communities about exposure to COVID-19. Several Members talked about employee surveys done to gather and address concerns.

ACTION ITEMS

Approval of Consent Calendar

Motion was made by Schultz, seconded by Hulett, and carried unanimously to approve the Consent Calendar. Consent items: Minutes of Regular Meeting April 22, 2020; Strategic Plan 2019-2021 Progress Report; Personnel Handbook (updated for July 1, 2020); 2020/21 Memorandum of Liability Coverage; 2020/21 Memorandum of Property Coverage; and 2020/21 Memorandum of Workers' Comp Coverage (*Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none*)

Property and Liability Program

Preliminary 2020/21 Rates and Workers' Comp Rebate

Jim Wilkey, from ABD Insurance & Financial Services, reported that liability rates have increased globally, due higher losses and jury awards, and a decrease in carriers in the California market. Excess rates were presented, and adjustments were noted, including an increase in BASIC's pooled layer from \$500,000 to \$1 million, aggregate limits in some excess layers, and a communicable disease exclusion in all excess layers in response to COVID-19 exposure. Mr. Wilkey noted that BASIC remains solid, and competitive, even in the tough coverage climate.

Dan Howell and Dan Madej of Alliant presented the rates and structure of the property program under the new Schools Program Alliance (SPA) JPA effective July 1. Property coverage and rates are also experiencing significant increases, as well as a decrease in underwriters in the California market. However, we were able to reduce our wildfire deductible from \$5 million to \$250,000 and reduce property rates by about 7% in the new program.

Following the excess presentations, Selby reported on the Executive Committee's recommendation to increase pooled Property/Liability (PL) funding to the 90% confidence level, to strengthen program funding, and to issue a one-time rebate from the Workers' Compensation (WC) Program. The rebate acknowledges the extraordinary times due to the COVID pandemic, which has temporary decreased WC claim volume and negatively impacted Member budgets. Funds from the rebate would be kept in-house and directly applied as a credit to the Members' PL contributions. Members not in the PL program will receive a check for their pro rata share of the rebate.

Selby further reported that the workers' compensation program meets all Capital Target Policy criteria and has sufficient equity to declare a one-time distribution, as required by Bylaws and policy before an equity distribution can be considered.

Following discussion, motion was made by Schultz, seconded by Best, and carried unanimously to approve the preliminary Property/Liability contribution rates and the workers' compensation rebate, as presented and recommended by the Executive

Committee. *(Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none)*

Dental/Vision Programs

Corrected VCUSD 2021 Dental Rates

Selby reported that an error occurred in preparing the 2021 rates for VCUSD which resulted in incorrect final rates. The district was notified, and the proper corrections made, which resulted in a reduction to their 2021 rates.

Motion was made by Vargas, seconded by Lamica, and carried unanimously to approve the corrected VCUSD 2021 dental rates as presented and recommended by the Executive Committee. *(Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none)*

Finance/Administration

2020/21 Preliminary Annual Budget

The preliminary budget for FY2020-21 was presented to the Board. The budget is inclusive of all programs and services, as well as operational and administrative expenses. Selby reported that efforts were made to reduce or hold expenses wherever possible, in light of current Member budget uncertainty for the coming year. A narrative report detailing assumptions, substantive changes from the prior year, and definitions was also provided.

Motion was made by Vargas, seconded by Rahill, and carried unanimously to approve the 2020/21 Preliminary Annual Budget as presented and recommended by the Executive Committee. *(Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none)*

Governance

Election of Officers for 2020/21

President Welch informed the Board that he is stepping down as Board President after three years. He nominated Michelle Henson as Board President; Matt Best as Vice President; Josh Schultz as Treasurer; and Adrian Vargas as the Member at Large.

Motion was made by Welch, seconded by Rahill, and carried unanimously to approve the 2020/21 Board Officers as nominated. *(Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none)*

2020/21 Meeting Schedule

Selby presented the proposed meeting schedule for 2020/21. The Board voiced no concerns with the schedule as presented.

Motion was made by Rahill, seconded by Best, and carried unanimously to approve the 2020/21 Meeting Schedule as presented. *(Ayes: Welch, Henson, Schultz, Best, Barrington, Hulett, Lamica, Page, Rahill, Stovall, Vargas; Noes: none; Abstained: none; Absent: none)*

NON-ACTION ITEMS

Report Out from Strategic Planning 2020

Selby provided the Board with a report out from the Strategic Planning session in January 2020.

Executive Director's Report

Selby presented an update to the Board including Praesidium training availability in the Fall, a request to notify NBSIA of any new major construction projects, and articles and information on guidance for reopening schools. Selby also acknowledged and thanked President Welch for his leadership and partnership serving as Board President for the past three years.

Department Reports

Property/Liability: PL Manager Schlenker discussed creating upcoming trainings for when schools reopen in Fall. Possible topics would include athletics, modified attendance, and safety and wellness guidelines. Desired attendees would include district administrators, principals, and directors.

Workers' Compensation: Workers' Compensation Manager Liñan provided an update to the Board. Discussion focused on the Governor's Executive Order on the presumption of injury for COVID-19, which ends on July 5. It is not known if the Order will be extended. Similar legislation has been proposed. While claims are down, Liñan reported that there may be a spike in claims when school resumes, including an increase in ergonomic and psyche claims.

Member Services: Member Services Manager Dillman provided information regarding recent site inspections, webinars, and trainings. It was also reported that NBSIA helped Napa Valley USD receive a donation of \$5,000 worth of hand sanitizer.

Board Briefing

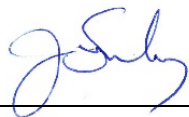
Selby provided the Board with COVID-19 updates, along with recent articles, and website and legislative updates.

Ed Tech JPA Information

Selby provided the Board with information regarding EdTech JPA services. There is no cost to join, and Members will have access to previous and future contracts.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:43 p.m.

Respectfully submitted by:  (signature on file) Date: 6/10/2020

Approved by Board of Directors: September 30, 2020