

**AGENDA**

**SCHOOLS INSURANCE GROUP NORTHERN ALLIANCE  
EXECUTIVE COMMITTEE MEETING  
MARCH 15, 2019  
10:00 A.M.**

**LAKE COUNTY OFFICE OF EDUCATION  
1152 SOUTH MAIN  
LAKEPORT, CA 95433  
707-262-4100**

**I. CALL TO ORDER**

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**II. ROLL CALL**

**OFFICERS:**

POTTER VALLEY COMMUNITY UNIFIED SCHOOL DISTRICT	Krista Looney, President
LUCERNE ELEMENTARY SCHOOL DISTRICT	Lisa Cockerton, Vice President
LAKE COUNTY OFFICE OF EDUCATION	Open, Secretary
MENDOCINO COUNTY OFFICE OF EDUCATION	Rebecca Jeffries, Treasurer

**MEMBERS**

LAKEPORT UNIFIED SCHOOL DISTRICT	Open
UKIAH UNIFIED SCHOOL DISTRICT	Open
WILLITS UNIFIED SCHOOL DISTRICT	Laura Sleeper

**ADMINISTRATOR/CONSULTANTS**

MENDOCINO COUNTY OFFICE OF EDUCATION	Patty Gallo
KEENAN & ASSOCIATES	Kyle McKibbin
	Tesia Bell
	Shawnee Nishimura
	Frank Cardoza
BAY ACTUARIAL CONSULTANTS, INC.	Jack Joyce

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**III. APPROVAL OF AGENDA**

**18/19-015**

**ACTION**

**Page 2-7**

The Executive Committee retains the right to change the order in which agenda items are discussed. Subject to review by the Executive Committee, the agenda is to be approved as presented. Items may be added for discussion only according to G.C. §54954.2.

COMMITTEE CONSIDERATION

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**IV. PUBLIC COMMENTS**

**18/19-016**

**INFORMATION**

**Page 8**

Members of the community wishing to address the Committee about items on the agenda or items not on the agenda may do so. Speakers are requested to limit comments to three (3) minutes; individual speakers may not give their time away to another spokesperson.

COMMITTEE CONSIDERATION:

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**V. APPROVAL OF MINUTES – September 7, 2018** **18/19-017**  
**ACTION**  
**Page 9-14**

The Executive Committee will review the minutes of September 7, 2018 Executive Committee meeting for any adjustments and adoption.

COMMITTEE CONSIDERATION:

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**VI. CLAIMS**

**CLOSED SESSION** **18/19-018**  
**ACTION**  
**Page 15**

As per Government Code Sections 54956.9 or 94956.9, the Authority is empowered to conduct a closed session to discuss possible settlement of self-insured tail claims which exceed Claims Administrator settlement permissions and which are pending against the Authority. The Executive Committee will review and consider recommendation of approval of the following claims:

District

Claim #

None

COMMITTEE CONSIDERATION:

**OPEN SESSION**

In accordance with Government Code Section 54957.1, any action taken while in closed session will be reported out.

COMMITTEE CONSIDERATION:

**SELF INSURED CLAIMS TAIL UPDATE** **18/19-019**  
**INFORMATION**  
**Page 16-18**

The Manager will provide a review of the report of payments and reserves for open self-insured claims which occurred prior to July 1, 1998.

COMMITTEE CONSIDERATION:

**QUARTERLY CLAIMS REPORT** **18/19-020**  
**ACTION**  
**Page 19-24**

The Manager will present reports for Protected Insurance Program for Schools and Community Colleges (PIPS) program claims first opened and all claims closed during the period 10/1/2018 - 12/31/2018. The Executive Committee will review and make a recommendation for approval of the closed claims reports.

COMMITTEE CONSIDERATION



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**VII. FINANCIAL**

**WARRANTS/CASH FLOW REPORT**

**18/19-021**

**ACTION**

**Page 25-37**

The Manager will present the reconciliation of the trust account and warrants issued for the months of November and December 2018 and January 2019 to the Executive Committee for recommendation of approval.

COMMITTEE CONSIDERATION:

**TREASURER'S REPORT**

**18/19-022**

**ACTION**

**Page 38-39**

Patty Gallo will present the Treasurer's Report through January 31, 2019 to the Executive Committee for recommendation of approval.

COMMITTEE CONSIDERATION:

**2019-2020 DRAFT ACTUARIAL STUDY**

**18/19-023**

**ACTION**

**Page 40-97**

The Manager will present the 2019-2020 Draft Actuarial Study to the Executive Committee for recommendation of approval.

COMMITTEE CONSIDERATION:

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**VIII. UNDERWRITING**

**ACTUARIAL STUDY RENEWAL PROPOSAL**

**18/19-024**

**ACTION**

**Page 98-100**

The Board will review and approve the 2019-2022 Actuarial Study Renewal Proposal.

BOARD CONSIDERATION:

**PROTECTED INSURANCE PROGRAM FOR SCHOOLS AND  
COMMUNITY COLLEGES (PIPS) PROGRAM UPDATE**

**18/19-025**

**INFORMATION**

**Page 101-103**

**A.** Signal Program Analytics

**B.** PIPS Program Structure

The Manager will provide the Committee with an update of the PIPS Program.

COMMITTEE CONSIDERATION:



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**IX. CLAIMS ANALYSIS AND INTEGRATED COST CONTAINMENT EFFORTS**

**INTEGRATED COST CONTAINMENT**

- A. Company Nurse Update
- B. Medical Clinic Update
- C. Telehealth Update & Client Notification
- D. Return to Work
- E. Prime Program Savings Report
- F. Claims Analytics
- G. Loss Control Activity

18/19-026  
**INFORMATION**  
Page 104-113

The Risk Management Analyst will provide an update of cost containment programs and claims analytics to the Executive Committee. Loss Control will provide a report on recent Loss Control activity and best practices.

COMMITTEE CONSIDERATION:

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**X. RISK ADVISORIES & LEGISLATIVE UPDATES**

18/19-027  
**INFORMATION**  
Page 114

The Manager will provide the Committee with a status of recent case decisions and legislative issues.

COMMITTEE CONSIDERATION:

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**XI. CORRESPONDENCE**

18/19-028  
**INFORMATION**  
Page 115

Correspondence will be presented and reviewed by the Committee. No action may be taken in for action on a response; only read subsequent agenda.

COMMITTEE CONSIDERATION:

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**XII. INFORMATION**

**MEMBER COMMENTS**

Each member may report about various matters involving the Authority. There will be no Executive Committee discussion except to ask questions or refer matters to staff, and no action will be taken unless listed on a subsequent agenda.

**JPA ADMINISTRATOR COMMENTS**

The Administrator may report to the Executive Committee about various matters involving the Authority. There will be no Executive Committee discussion except to ask questions or refer matters to staff, and no action will be taken unless listed on a subsequent agenda.

**OTHER COMMENTS**

The public may address the Executive Committee on any matter pertaining to the Authority that is not on the agenda. The President reserves the right to limit the time of presentations by individual or topic.



**XIII. AGENDA ITEMS NEXT MEETING**

Members and others may suggest items for consideration at the next SIGNAL Executive Committee meeting, which will be held November, 2019 at the Lake County Office of Education. Regular scheduled agenda items are:

- Treasurer’s Report
- Claims Report
- Warrants/Cash Flows
- Workers Compensation Analyst Update
- Loss Control Claims Update

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**XIV. ADJOURNMENT**

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Tesia Bell, SIGNAL Account Manager, 1111 Broadway, Suite 2000, Oakland, CA 94607, telephone # 510-986-6761 Ext. 8126 within 72 hours of the meeting.*

