



Alameda County Schools Insurance Group (ACSIG)
5776 Stoneridge Mall Rd., Suite 130 Pleasanton, CA 94588

MINUTES
Full Board

Date: Thursday, November 8, 2018
Time: 12:00PM
Location: Alameda County Office of Education
 313 W. Winton Ave.
 Hayward, CA 94544

I. The meeting was called to order by Annette Heldman at 12:14pm.

II. Roll call

Full Board

Annette Helman	President	New Haven Unified School District
Susan Kinder	Vice President	Livermore Valley Joint USD
Leigh Ann Blessing	Board Member	Alameda County Office of Education
Jackie Kim	Board Member	Albany Unified School District
Suzy Chan	Board Member	Castro Valley USD
Marites Fermin	Board Member	Eden Area ROP
Dora Siu	Board Member	Emery Unified School District
Raul Parungao	Board Member	Fremont USD
Kim Youngberg	Board Member	Mission Valley ROP
Ruth Alahydoian	Board Member	Piedmont Unified School District
Micaela Ochoa	Board Member	Pleasanton Unified School District
Dr. Kevin Collins	Board Member	San Leandro Unified School District
Madeline Gabel	Board Member	San Lorenzo Unified School District
Julie Duncan	Board Member	Tri-Valley ROP
Kimberly Dennis	Executive Director	Alameda County Schools Insurance
Celina Flotte	Executive Assistant	Alameda County Schools Insurance
Tara Cooper-Salaiz	Guest	Keenan & Associates
Patrice Grant	Guest	Keenan & Associates
Ron Martin	Guest	Keenan & Associates
Michael Clark	Guest	Keenan & Associates
Dave Kundert	Guest	Keenan & Associates
Laurena Grabert	Guest	SETECH

Heather Daud Rubio
Mark Payne

Guest
Guest

Christy White & Associates
Morgan Stanley

III. Acceptance of the Agenda

It was moved by Kevin Collins and seconded by Susan Kinder to accept the agenda as presented.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg, Alahydoian, Ochoa, Collins, Gabel, Duncan

Nays: None

Abstain: None

IV. Approval of Minutes

The Board reviewed the meeting minutes from the Executive Committee meeting from May 10, 2018, the Full Board meeting from May 17, 2018, and the Strategic Planning from June 28, 2018.

It was moved by Kevin Collins and seconded by Suzy Chan to approve the meeting minutes.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg, Alahydoian, Ochoa, Collins, Gabel, Duncan

Nays: None

Abstain: None

Consent Calendar

Review Items listed on the consent agenda for any adjustments and adoptions.

- **2017/18 Fourth Quarter Financials**
- **2017/18 Fourth Quarter Investment Report**
- **Annual Report**

It was moved by Micaela Ochoa and seconded by Raul Parungao to accept the consent calendar.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg, Alahydoian, Ochoa, Collins, Gabel, Duncan

Nays: None

Abstain: None

General Business

V. Members to Executive Committee

Jackie Kim from Albany USA volunteered fill the vacant position of the Executive Committee.

It was moved by Raul Parungao and seconded by Susan Kinder to recruit the above member to the Executive Committee.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg,

Alahydoian, Ochoa, Collins, Gabel, Duncan
Nays: None
Abstain: None

VI. 2017/18 Audit

Heather Daud Rubio of Christy White presented the 2017/18 Audit.

It was moved by Kevin Collins and seconded by Marites Fermin to accept the 2017/18 Audit.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg, Alahydoian, Ochoa, Collins, Gabel, Duncan

Nays: None

Abstain: None

VII. 2018/19 First Quarter Financials

Laurena Grabert from SETECH presented the 2018/19 1st Quarter Financials to the Board.

It was moved by Marites Fermin and seconded by Suzy Chan to accept the 2018/19 1st Quarter Financials.

Ayes: Heldman, Kinder, Blessing, Kim, Chan, Fermin, Siu, Parungao, Youngberg, Alahydoian, Ochoa, Collins, Gabel, Duncan

Nays: None

Abstain: None

Alameda County Schools Insurance Group (ACSIG)
Consolidated
Statement of Revenues, Expenditures and Changes in Net Position
As of 09/30/2018 and For The Three Months Then Ended

	2017/2018		2018/2019			
	Budget	Audited Actuals	Budget	Activity 07/01/2018-09/30/2018	Variance	Percentage of Budget
Operating Revenue:						
Premiums Paid by Members	\$ 156,427,872	\$ 165,692,065	\$ 158,439,211	\$ 38,629,492	\$ 119,809,719	24.38 %
Revers of Premiums	--	(1,145,883)	--	--	--	--
Other Income	--	--	--	--	--	--
Total Operating Revenue	156,427,872	164,546,182	158,439,211	38,629,492	119,809,719	24.38
Operating Expenditures:						
Classified Salaries	251,051	286,178	251,917	49,749	202,168	19.75
Statutory Benefits	56,552	31,954	88,316	5,621	82,695	6.36
Health & Welfare	39,000	47,310	31,190	7,880	43,310	15.39
Employer Tax Expense	3,477	4,443	4,769	954	3,815	20.00
Net Pension Expense	39,345	(191,171)	31,788	22,722	29,066	43.87
Telephone & Internet	7,130	6,102	7,350	1,259	6,091	17.13
Supplies/Office	4,200	1,885	4,200	289	3,911	6.87
Supplies - Other	2,625	3,276	4,200	402	3,798	9.56
Eligibility Processing	240,000	213,141	246,077	34,048	212,029	13.84
Brokerage Fees-Deoral-ACSIG	288,000	293,050	294,000	23,418	270,582	7.97
Brokerage Fees-Deoral-MD	350,000	410,333	425,000	125,018	299,982	29.42
Travel and Conferences	23,100	10,458	23,100	929	22,171	4.02
Mileage	8,925	6,756	8,925	1,419	7,506	15.90
Dues & Memberships	1,575	1,635	7,350	885	6,465	12.04
Postage & Meter	8,330	3,875	10,000	3,872	6,128	38.72
Insurance Expense-PPS&NCR	25,192,893	21,028,823	24,930,383	5,260,781	19,669,602	21.08
Insurance Expense-PY Adj	2,000,000	749,186	2,000,000	--	2,000,000	--
Utility - Operating-Rent	39,388	36,395	36,461	9,195	27,266	25.22
Advertising	600	--	600	--	600	--
Contract Services	26,275	8,272	31,275	--	31,275	--
Contract Services - Claims Audit	20,000	15,570	--	--	--	--
Contract Services	6,375	--	6,375	--	6,375	--
Audit Fees	13,540	13,300	16,275	--	16,275	--
Other Services/Operating Expenses	10,900	5,614	10,900	1,154	9,746	10.99
Capital Equipment/Depreciation	2,625	392	3,900	392	3,508	15.18
Repairs & Maintenance	3,675	--	3,675	--	3,675	--
Legal	2,100	--	2,100	--	2,100	--
Accounting Services	15,730	14,420	15,730	14,850	900	94.29
County Courier	4,200	3,568	4,200	--	4,200	--
Shredding	1,574	851	2,100	154	1,946	7.31
Copier & Scanner	15,000	10,277	15,000	1,397	13,603	10.65
Claims Administration Services	154,000	166,909	174,000	38,300	135,700	22.13
Self-Insurance Fee	290,000	297,811	325,000	--	325,000	--
Claims Paid-WC	2,500,000	1,001,753	1,730,000	239,400	1,490,600	14.82
Claims Paid-PL	50,000	53,650	100,000	10,749	89,251	10.75
Physical Abilities Testing	25,000	14,004	35,000	735	34,265	2.10
Training	20,000	--	40,000	--	40,000	--
First-Aid Program	10,000	23,953	30,000	2,799	27,201	9.33
Food Service Training	30,000	--	--	--	--	--
Risk Mgmt Pay Program	--	--	30,000	--	30,000	--
Incentives	--	28,359	--	1,068	(1,068)	--
Safety Inspections	12,445	12,445	12,446	--	12,446	--
Bank Charge & WC Penalty Reimb	17,300	21,071	41,000	1,347	39,653	3.29
Cobra Premiums	242,000	246,832	230,000	40,948	209,052	16.38
Dental Insurance Premiums	123,000,000	129,945,472	123,120,000	29,515,061	93,604,939	23.97
Vision Insurance Premiums	3,340,000	4,066,932	3,930,000	1,287,644	2,642,356	32.60
Claims Development Expense	(2,510,000)	(357,335)	(2,000,000)	(1,07,070)	(1,892,324)	5.38
ACA Fees	--	--	--	--	--	--
Total Operating Expenditures	155,800,690	158,538,549	156,434,222	36,617,362	119,816,860	23.41 %
Net Increase/(Decrease) from Operations	667,182	6,007,633	2,004,989	2,012,130	(7,141)	100.36 %
Non Operating Income/(Expense)						
Interest Income	231,300	499,740	376,300	93,277	283,024	24.77
Net Increase/(Decrease) in Fair Value	--	(341,266)	--	(25,793)	25,793	--
Realized Gain/(Loss) on Investments	--	644	--	644	(644)	--
Cumulative effect of GASB 68	--	--	--	--	--	--
Interfund Trans, Other Inc/Exp	--	--	--	--	--	--
Total Non Operating Income/(Expense)	231,300	159,118	376,300	68,128	308,172	18.10 %
Net Increase/(Decrease) in Net Position	\$ 798,482	\$ 6,166,751	\$ 2,381,289	\$ 2,080,258	\$ 301,232	87.35 %
Beginning Balance Prior Year End	\$ 15,604,864	\$ 15,604,864	21,771,614	\$ 21,771,614	\$ 892	100.00 %
Ending Balance, as of 09/30/2018	\$ 16,403,346	\$ 21,771,614	\$ 24,153,103	\$ 23,851,872	\$ 301,824	

to complete within the upcoming year. The team has chosen 9 focus districts, including New Haven USD, Dublin USD, Pleasanton USD, San Lorenzo USD, Livermore USD, Fremont USD, Alameda USD, Albany USD, and Piedmont USD.

X. Telemedicine

Michael Clark from Keenan discussed with the Board a new program offering as part of the PIPS program called Telemedicine. The program has been added for all injured workers. It was added to the PIPS Program to help address geographical challenges and those who are most comfortable having appointments telephonically.

XI. Workers Compensation Claims History

The Executive Director and Michael Clark from Keenan reviewed the Workers Compensation Claims History with the Board. As resources are dedicated to improve frequency and severity of injuries within ACSIG, it is important to review claims data to evaluate the effectiveness of programs. Through analysis, we can identify trends within the districts.

XII. Workers Compensation Deficit History

The Executive Director outlined the Workers Compensation program with the Board to review the existing processes and procedures that led us to a surplus. Through a series of decisions, the ACSIG Board addressed the deficit and brought the program out of deficit while improving service delivery to all injured workers.

XIII. Future Planning

- The Board has recommended that ACSIG should report out events happening within the JPA, so all districts are aware and can report to necessary departments.
- The Board has recommended that ACSIG further discuss how the surplus was achieved and what steps it took to stabilize the JPA.

XIV. The meeting was adjourned at 1:26pm by Annette Heldman.