

Alameda County Schools Insurance Group (ACSIG)

5776 Stoneridge Mall Rd., Suite 130 Pleasanton, CA 94588

MINUTES

Executive Committee

**Date:** Thursday, May 14, 2020

**Time:** 12:00 PM

**Location:** Video Meeting

 Join Zoom Meeting

 <https://us04web.zoom.us/j/232470722>

 Meeting ID: 232 470 722

1. **Annette Heldman called the meeting to order at 12:02 PM**
2. **Roll call**

**Executive Committee Members**

Annette Heldman President New Haven USD

Susan Kinder Vice President Livermore USD

Jackie Kim Board Member Albany USD

Marcus Battle Board Member Fremont USD

Dr. Kevin Collins Board Member San Leandro USD

Kimberly Dennis Executive Director ACSIG

Celina Flotte Executive Assistant ACSIG

Ron Martin Guest Keenan & Associates

Tara Cooper-Salaiz Guest Keenan & Associates

Patrice Grant Guest Keenan & Associates

Michael Clark Guest Keenan & Associates

Laurena Grabert Guest SETECH

Cary Allison Guest Morgan Stanley

 Jack Joyce Guest Bay Actuarials

1. **Acceptance of the Agenda**

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

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Public Comment on Closed Session Agenda Items**

No public present to comment.

**Closed Session**

Closed session began at 12:07pm

1. **Settlement Notification**
* Claim Numbers:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |
| Howard  | 471036 | Pintal  | 535328 | Wooden  | 553001 | Gomez  | 563691 |
| Dahl  | 478543 | Lal  | 538939 | Lembesis  | 553740 | Green  | 564207 |
| Dahl  | 490927 | Pasillas  | 541429 | Bower  | 555222 | Crisologo  | 567942 |
| Dahl  | 490928 | Sierras  | 543279 | Bower  | 555222 | Subramanian  | 568128 |
| Barros  | 509777 | Turner  | 545257 | Bravo  | 558951 | Manrique  | 568467 |
| Sierras  | 511034 | Stewart  | 547061 | DeGuzman  | 560376 | Chakrabarti  | 573980 |
| Stewart  | 515512 | Ferrier  | 548793 | Vaccaro  | 560764 | Dahl  | 2206171 |
| Gilroy  | 530955 | Segundo  | 550405 | Singh  | 563419 |  |  |

1. **Settlement Authorization**
* Claims Numbers: None
1. **CastlePoint Memo**

Ron Martin from Keenan and Associates discussed the CastlePoint Memo and Loss Run with the Executive Committee.

**Open Session**

Open session began at 12:30pm.

1. **Public Comment on Open Session Agenda Items**

No public present to comment.

1. **Report of Action Taken in Closed Session**

None

1. **Approval of Minutes**

It was moved by Kevin Collins and seconded by Jackie Kim to approve the February 6, 2020 Executive Committee Meeting minutes.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**General**

1. **Third Quarter Investment Report**

Cary Allison of Morgan Stanley reviewed the 2019/20 third quarter investment report with the Executive Committee.

******

It was moved by Marcus Battle and seconded by Kevin Collins to recommend approval of the third quarter investment report as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Third Quarter Financial Report**

Laurena Grabert from SETECH presented the 2019/2020 third quarter financial report.

******

It was moved by Kevin Collins and seconded by Susan Kinder to recommend approval of the third quarter financial report as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Budget 2020/2021**

The Executive Director reviewed the 2020/21 Budget with the Executive Committee.

****

It was moved by Kevin Collins and seconded by Jackie Kim to recommend approval of the budget to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **ACSIG Salaries & Benefits**

The Executive Director presented a schedule increase proposal for the ACSIG staff of 2.14% off the salary schedule. The overall cost for this increase would total $7911.93.

It was moved by Kevin Collins and seconded by Jackie Kim to approve ACSIG salaries and benefits as presented.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**Workers Compensation**

1. **Actuarial Study – Ultimate Loss**

Jack Joyce of Bay Actuarials presented Actuarial study of the ultimate loss of the self-insured portion of the ACSIG Workers Compensation program. Bay Actuarial estimates that ACSIG’s liability for unpaid losses were $10M on December 31, 2019 and project that it will be $9.5M on June 30, 2020.

It was moved by Susan Kinder and seconded by Kevin Collins to approve the Ultimate Loss Actuarial Study as presented.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Workers Compensation Premium Modification**

The Executive Director discussed moving ACSIG Workers Compensation premium to be billed biannually in November and April with due dates being December and May.

It was moved by Kevin Collins and seconded by Susan Kinder to approve the WC Premiums to be billed in November and May.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**Dental**

1. **Dental Rates 2020/2021**

The Executive Director presented the 2020/2021 Dental Rate recommendations to the Executive Committee. The recommendation is for a rate pass for 2020/21.

It was moved by Kevin Collins and seconded by Marcus Battle to recommend approval of Dental Rates to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**Vision**

1. **Vision Rates 2020/2021**

The Executive Director presented the 2020/21 Vision rates with a recommendation as a flat renewal with an increase of frame allowance to a minimum of $150.

It was moved by Marcus Battle and seconded by Kevin Collins to recommend approval of the Vision rates as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**Property & Liability**

1. **Property & Liability Rates 2020/2021**

The Executive Director presented the 2020/21 Property and Liability rates. We have firmer numbers for renewal at this time and have been able to decrease the “worst case scenario” rates that we published in February.

It was moved by Kevin Collins and seconded by Jackie Kim to recommend approval of the Property & Liability rates as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **PLCA Agreement Renewal**

The Executive Director reviewed the amendment for Property and Casualty Claims Administration Services.

It was moved by Kevin Collins and seconded by Jackie Kim to recommend approval of the PLCA Amendment to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

**Administrative**

1. **Investment Policy**

The Executive Committee conducted the annual review of the written investment policy and found no changes necessary.

It was moved by Susan Kinder and seconded by Marcus Battle to recommend approval the Investment Policy as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Conflict of Interest Code**

The Executive Committee conducted the annual review of the Conflict of Interest Code and found no changes necessary.

It was moved by Susan Kinder and seconded by Marcus Battle to recommend approval the Conflict of Interest Code as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Authorization of Signatures**

The Executive Committee conducted the annual review of the Authorization of Signatures and found no changes necessary.

It was moved by Susan Kinder and seconded by Marcus Battle to recommend approval the Authorization of Signatures as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Meeting Calendar**

The Executive Committee reviewed the 2020/21 calendar.

It was moved by Kevin Collins and seconded by Jackie Kim to recommend approval of the draft meeting calendar as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Posting and Mailing Address**

The Executive Committee conducted the annual review of the Posting and Mailing Address for ACSIG and found no changes necessary.

It was moved by Susan Kinder and seconded by Marcus Battle to recommend approval the Posting and Mailing address as presented to the Full Board.

Ayes: Heldman, Kinder, Kim, Battle, Collins

Nays: None

Abstain: None

1. **Future Planning**
2. **This meeting was adjourned at 1:53pm.**