

Alameda County Schools Insurance Group (ACSIG)

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

MINUTES

Executive Committee

**Date:** Thursday, February 9, 2023

**Time:** 9:30AM

**Location:** Video Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/7358807014?pwd=SzJEa1BUSzNNMzBYN3VzajB2UEVPQT09>

**Meeting ID: 735 880 7014  
 Passcode: acsig23**

1. **Annette Heldman called the meeting to order at 9:30 AM**
2. **Roll call**

**Executive Committee Members**

Annette Heldman President New Haven USD

Susan Kinder Vice President Livermore USD

Leigh Ann Blessing Board Member Alameda COE

Jackie Kim Board Member Albany USD

Ruth Alahydoian Board Member Piedmont USD

Ahmad Sheikholelami Board Member Pleasanton USD

Kevin Collins Board Member San Leandro USD

Kimberly Dennis Executive Director Alameda County Schools Insurance

Celina Flotte Executive Assistant Alameda County Schools Insurance

Ron Martin Guest Keenan & Associates

Patrice Grant Guest Keenan & Associates

Mark Payne Guest Morgan Stanley

Laurena Grabert Guest SETECH

1. **Acceptance of the Agenda**

It was moved by Susan Kinder and seconded by Ruth Alahydoian to approve the agenda as presented.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

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

No public present to comment.

**Closed Session**

Closed session began at 9:32am

1. **Settlement Authorization**

* **Claim Numbers: None**

1. **Settlement Notification**

* **Claim Numbers:**

|  |  |
| --- | --- |
| Douglas, Felix | 518266 |
| Lal, Sheena | 576992 |
| LeMay, Teresa | 574660 |
| Rodriguez,Cynthia | 582502 |
| Wilson, Cecelia | 1004184 |
| Kiernan, Lisa | 577146 |

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 9:35am

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

*No public present to comment*

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

*There was no action taken in closed session*

1. **Approval of Minutes**

It was moved by Kevin Collins and seconded by Jackie Kim to approve the meeting minutes from the October 27, 2022 Executive Committee Meeting and November 3, 2022 Full Board Meeting. Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

**General**

1. **Second Quarter Financial Report**

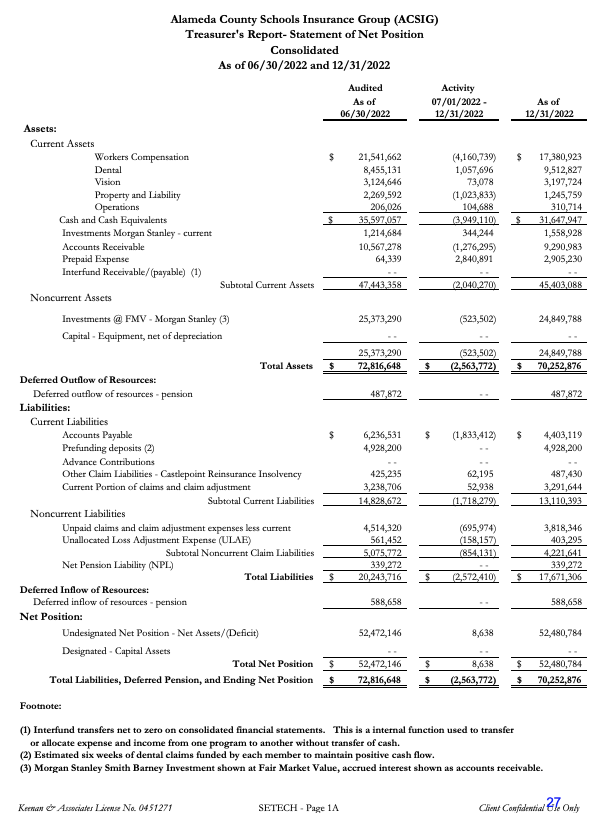
Laurena Grabert from SETECH presented the 2022/2023 Second Quarter Financial Report.

It was moved by Kevin Collins and seconded by Ahmad Sheikholeslami to approve the second quarter financial report.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

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1. **Second Quarter Investment Report**

Cary Allison presented the 2022/23 Second Quarter Investment Report.

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It was moved by Kevin Collins and seconded by Jackie Kim to approve the second quarter investment report.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

1. **Budget 2023/24**

The Executive Director reviewed the 2023/24 Budget. The budget was developed using year-to-date 2022/2023 data and preliminary estimates for 2023/2024 rates and costs. Because all rates are not firm at this time, estimates were used for this report.

It was moved by Kevin Collins and seconded by Susan Kinder to approve the budget.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

1. **Preliminary Property & Liability Rates 2023/24**

The Executive Director reviewed 2023/2024 preliminary property and liability rates with the committee. The rates have been estimated using the latest NCR and SAFER rate estimates. We have included the adjusted property valuations and ADA estimates.

It was moved by Kevin Collins and seconded by Jackie Kim to approve the PL rates.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

1. **Strategic Planning Update**

The Executive Director discussed the past strategic planning initiatives and future planning for ACSIG with the committee.

1. **ACSIG Administering Retiree Benefits**

The Executive Director discussed with the Executive Committee on having ACSIG administering retiree benefits. Based off initial research and discussions, the JPA will not administer these benefits.

1. **Executive Director Job Description, Salary Schedule & Contract**

The Executive Director presented the job description, schedule and contract of the role of ACSIG’s Executive Director.

1. **Advertisement, Recruitment & Hiring of Executive Director**

The Executive Director discussed advertisement, recruitment and hiring process of the Executive Director. This job posting will be advertised at Edjoin, CASBO, CAJPA, PARMA & AGRIP.

**Workers Compensation**

1. **Actuarial Study – Ex Mods**

The Executive Director presented the Ex-Mods as determined by the Actuarial by Jack Joyce.

Timeline

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It was moved by Kevin Collins and seconded by Ahmad Sheikholeslami to approve the Ex-Mods as presented.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins

Nays: None

Abstain: None

Leigh Ann Blessing joined this meeting at 10:36am

1. **Actuarial Study – Ultimate Loss**

The Executive Director 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 $5.4M on December 31, 2022. Based on this report, the claims development has improved by $509,748 with an additional $143,666 in payments.

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

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins, Blessing

Nays: None

Abstain: None

1. **Workers Compensation Program Decisions for 2023/24**

The Executive Director discussed continuing the EAP program, with a possible addition of another JPA. Consideration of adding Paraeducators to the Skechers distribution and expansion of the post offer – pre placement program.

1. **Preliminary Workers Compensation Rates 2023/24**

The Executive Director reviewed 2023/24 preliminary worker’s compensation rates with the base rate of 2.69. The workers compensation program continues to maintain a positive fund balance, therefore the committee recommends that the base rate be lowered by .25 to 2.44.

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It was moved by Kevin Collins and seconded by Ahmad Sheikholeslami to approve the motion of buying down the WC base rate by $.25.

Ayes: Heldman, Kinder, Kim, Alahydoian, Sheikholeslami, Collins, Blessing

Nays: None

Abstain: None

1. **EAP Update**

The Executive Director provided an update on the EAP Program with the Executive Committee. As usage has gone up, we still need to work on advertising to employees for utilization.

1. **Future Planning**
2. **This meeting was adjourned by Annette Heldman at 11:12 AM**