



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

MINUTES

Executive Committee

Date: Wednesday, October 25, 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

I. This meeting was called to order at 9:30 AM

II. Roll call

Executive Committee Members

Annette Heldman	President	New Haven USD
Dr. Kevin Collins	Vice President	San Leandro USD
Jackie Kim	Secretary	Albany USD
Danielle Krueger	Board Member	Alameda USD
Leigh Ann Blessing	Board Member	ACOE
Ahmad Sheikholeslami	Board Member	Pleasanton USD

Kimberly Dennis Insurance	Executive Director	Alameda County Schools
Celina Flotte Insurance	Executive Assistant	Alameda County Schools

Tara Cooper-Salaiz	Guest	Keenan & Associates
Patrice Grant	Guest	Keenan & Associates
Ron Martin	Guest	Keenan & Associates
Michael Clark	Guest	Keenan & Associates
Mark Payne	Guest	Morgan Stanley
Laurena Grabert	Guest	SETECH

III. Acceptance of the Agenda

It was moved by Danielle Krueger and seconded by Leigh Ann Blessing to approve the agenda as presented.

Ayes: Collins, Kim, Krueger, Blessing, Sheikholeslami

Nays: None.

Abstain: None.

IV. Public Comment on Closed Session Agenda Items

No public present to comment.

V. Closed Session

Closed session began at 9:32 AM

Pursuant to Government code section 54956.95, the Executive Committee is empowered to conduct a closed session to discuss matters affecting the JPA or a member of the JPA

A. Settlement Authorization

- **Claim Numbers:** None

B. Settlement Notification

- **Claim Numbers:**

478239	Garcia	575714	Jackson	586867	Fassio	601491	Ulloa
537319	Torres-Zazueta	576064	Garcia	590576	Janko	602050	Spencer
558247	Garcia	582513	McFarland	593719	Belenson	604099	Pondok
565265	Jackson	583735	Arce	596476	Jweinat	606522	Darpino
567494	Bhatter	583820	Gray	597632	Garcia	614269	Fleminger
573932	Williams	585265	Nagy	601384	Luksin		

Annette Heldman joined the meeting at 9:39am

C. CastlePoint/ Reinsurance Update

Ron Martin of Keenan discussed the status summary memo, loss run and calculation of ACSIG potential exposure.

D. Update on New Executive Director Recruitment

The Executive Committee discussed an update on recruitment.

Open Session

Open session began at 10:05 AM

VI. Public Comment on Open Session Agenda Items

No public present to comment.

VII. Report of Action Taken in Closed Session

It was moved by Kevin Collins and seconded by Jackie Kim to approve the new Executive Director contract.

Ayes: Heldman, Collins, Kim, Krueger, Blessing, Sheikholeslami

Nays: None.

Abstain: None.

VIII. Approval of Minutes

The Executive Committee reviewed and approved the Executive Committee meeting minutes from May 16, 2023, and Full Board minutes from May 25, 2023.

It was moved by Kevin Collins and seconded Ahmad Sheikholeslami to approve the meeting minutes.

Ayes: Heldman, Collins, Kim, Krueger, Blessing, Sheikholeslami

Nays: None.

Abstain: None.

General Business

IX. Election of Officers

The Executive Committee elected officers for the 2023/24 year.

There was a motion to vote Albany USD for Secretary, Alameda USD for Vice President and San Leandro for President.

It was moved by Leigh Ann Blessing and seconded by Ahmad Sheikholeslami to approve.

Ayes: Heldman, Collins, Kim, Krueger, Blessing, Sheikholeslami

Nays: None.

Abstain: None.

X. Annual Report

The Executive Director presented the 2022/23 Annual Report. The report will be presented to the Full Board at the meeting on November 2, 2023.

XI. 2022/ 23 Audit Draft

The Executive Director presented the 2022/23 Audit Draft with the Executive Committee. The report will be presented to the Full Board at the meeting on November 2, 2023.

Ruth Alahydoian joined the meeting at 10:21am

XII. 2022/ 23 Fourth Quarter Financials

Laurena Grabert from SETECH presented the 2022/23 4th Quarter Financials. There was a motion to approve a rate pass to charge \$1 per employee. There was also a motion to explore program enhancements within Dental Dental.

It was moved by Dr. Kevin Collins and seconded by Ruth Alahydoian to recommend approval of the 4th Quarter Financials to the Board.

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

Nays: None.

Abstain: None.

Alameda County Schools Insurance Group (ACSIG)
Consolidated
Statement of Revenues, Expenditures and Changes in Net Position
As of 06/30/2023 and For The Fiscal Year Then Ended

	2021/2022		2022/2023			
	Budget	Actuals	Budget	Activity 07/01/2022 - 06/30/2023	Variance	Percentage of Budget
Operating Revenue:						
Premiums Paid by Members	\$ 154,729,201	\$ 165,005,608	\$ 160,217,008	\$ 177,306,476	\$ (17,089,468)	110.67 %
Return of Premiums	--	3,000	--	318	--	--
PIPS - Accelerated Profit Commission	--	546,925	--	--	--	--
Total Operating Revenue	154,729,201	165,555,533	160,217,008	177,306,794	(17,089,468)	110.67
Operating Expenditures:						
Classified Salaries	338,031	357,350	412,449	384,482	27,966	93.22
Statutory Benefits	51,738	36,941	77,995	47,360	30,635	60.72
Health & Welfare	56,750	47,125	56,750	48,750	8,000	85.90
Employer Tax Expense	5,510	5,347	6,439	5,917	522	91.88
Net Pension Expense	416,154	151,505	229,772	104,548	125,224	45.50
Telephone & Internet	7,450	6,523	10,450	5,563	4,888	53.23
Supplies Office	5,000	397	8,000	8,347	(347)	104.34
Supplies - Other	8,500	3,803	6,000	5,003	997	83.38
Eligibility Processing	235,620	219,791	250,000	226,419	23,581	90.57
Brokerage Fees-Dental-ACSIG	293,760	303,141	325,000	312,447	12,553	96.14
Brokerage Fees-Dental-MD	520,000	694,592	725,000	712,220	12,780	98.24
Travel and Conferences	22,925	5,043	22,925	9,376	13,549	40.90
Mileage	12,000	6,500	11,850	6,488	5,362	54.75
Dues & Memberships	11,400	685	8,550	7,680	870	89.82
Postage & Meter	3,910	2,458	7,330	2,059	5,271	28.09
Insurance Expense-PIPS&NCR	23,900,848	23,847,452	24,334,504	24,232,011	102,493	99.58
Insurance Expense-PY Adj	500,000	86,069	500,000	657,717	(157,717)	131.54
Utility - Operating-Rent	48,476	49,440	57,820	37,046	20,774	64.07
Advertising	--	--	--	--	--	--
Contract Services - Actuarial	20,000	14,020	20,500	14,300	6,200	69.76
Contract Services -Claim Audit	--	15,750	--	--	--	--
Contract Services	5,000	--	--	--	--	--
Audit Fees	14,475	14,575	16,500	14,850	1,650	90.00
Other Services/Operating Expenses	11,400	5,764	12,300	5,376	6,924	43.71
Capital Equipment/Depreciation	9,500	--	9,500	--	9,500	--
Repairs & Maintenance	5,000	595	5,000	--	5,000	--
Legal	6,500	--	6,750	--	6,750	--
Accounting Services	15,500	16,000	16,480	16,480	--	100.00
County Courier	4,400	4,163	1,520	1,513	6	99.52
Shredding	1,600	227	900	1,242	(342)	137.95
Copier & Scanner	17,900	7,558	17,900	9,759	8,141	54.52
Claims Administration Services	143,219	118,870	111,400	104,469	6,931	93.78
Self-Insurance Fee	553,082	281,372	300,000	558,425	(258,425)	186.14
Claims Paid-WC	1,200,000	537,775	1,000,000	400,761	599,239	40.08
Claims Paid-PL	100,000	25,205	100,000	151,492	(51,492)	151.49
Physical Abilities Testing	20,000	9,660	20,000	6,083	13,917	30.42
Training	10,000	--	10,000	--	10,000	--
First-Aid Prog&Responder Fees	35,000	3,749	35,000	2,307	32,693	6.59
Food Service Training	--	--	--	--	--	--
Risk Mgmt Prev Program	250,000	97,500	250,000	74,708	175,292	29.88
EAP Program	200,000	162,038	200,000	165,508	34,492	82.75
Safety Inspections	18,819	12,819	19,000	--	19,000	--
Bank Charge & WC Penalty Reimb	6,000	--	6,000	2,243	3,757	37.38
Cobra Premiums	250,000	218,392	300,000	186,045	113,955	62.02
Dental Insurance Premiums	123,100,000	131,487,423	127,590,000	138,206,038	(10,616,038)	108.32
Vision Insurance Premiums	4,520,000	6,304,171	5,521,000	7,551,360	(2,030,360)	136.78
Claim Development Expense	(1,000,000)	(2,989,709)	(700,000)	(1,158,832)	458,832	165.55
Adjustment to Prefund Deposit	--	651,600	--	182,870	(182,870)	--
Total Operating Expenditures	155,955,466	162,823,680	161,920,584	173,310,428	(11,389,844)	107.03 %
Net Increase/(Decrease) from Operations	(1,226,265)	2,731,853	(1,703,576)	3,996,366	(5,699,622)	(234.59) %
Non Operating Income/(Expense)						
Interest Income	650,500	526,680	199,000	885,442	(686,440)	444.95
Net Increase/(Decrease) in Fair Value	--	(2,305,443)	--	(225,155)	225,155	--
Realized Gain/(Loss) on Investments	--	940,339	--	(84,292)	84,292	--
Cumulative effect of GASB 68	--	--	--	--	--	--
Interfund Trans, Other Inc/Exp	--	--	--	--	--	--
Total Non Operating Income/(Expense)	650,500	(838,424)	199,000	575,995	(376,993)	289.44 %
Net Increase/(Decrease) in Net Position	\$ (575,765)	\$ 1,893,429	(1,504,576)	\$ 4,572,361	\$ (6,076,615)	(303.90) %
Beginning Balance Prior Year End	\$ 50,578,718	\$ 50,578,718	52,472,146	\$ 52,472,146	\$ --	100.00 %
Ending Balance, as of 06/30/2023	\$ 50,002,953	\$ 52,472,146	\$ 50,967,570	\$ 57,044,507	\$ (6,076,615)	

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XIII. Budget Revision

The Executive Director discussed a revision of the budget with the Committee. There was a motion for a rate pass for January 2024 for fixed rate dental members. It was moved by Kevin Collins and seconded by Jackie Kim to recommend approval of the Budget Revision with the motion to the Board.

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

Nays: None.

Abstain: None.

XIV. 2023/ 24 First Quarter Financials

Laurena Grabert from SETECH presented the 2023/24 1st Quarter Financials. The report will be presented to the Full Board at the meeting on November 2, 2023.

Alameda County Schools Insurance Group (ACSIG)
Consolidated
Statement of Revenues, Expenditures and Changes in Net Position
As of 09/30/2023 and For The Three Months Then Ended

	2022/2023		2023/2024			
	Budget	Actuals	Budget	Activity 07/01/2023 - 09/30/2023	Variance	Percentage of Budget
Operating Revenue:						
Premiums Paid by Members	\$ 160,217,008	\$ 177,306,476	\$ 189,153,110	\$ 46,405,607	\$ 142,747,503	24.53 %
Return of Premiums	--	318	--	--	--	--
PIPS - Accelerated Profit Commission	--	--	--	--	--	--
Total Operating Revenue	160,217,008	177,306,794	189,153,110	46,405,607	142,747,503	24.53
Operating Expenditures:						
Classified Salaries	412,449	384,482	536,598	95,775	440,823	17.85
Statutory Benefits	77,994	47,360	91,725	5,769	85,955	6.29
Health & Welfare	56,750	48,750	66,500	12,188	54,313	18.33
Employer Tax Expense	6,438	5,917	7,439	1,608	5,831	21.61
Net Pension Expense	229,772	104,548	278,325	42,520	235,805	15.28
Telephone & Internet	10,451	5,563	11,100	2,321	8,779	20.91
Supplies Office	8,000	8,347	8,000	838	7,162	10.48
Supplies - Other	6,000	5,003	12,000	266	11,734	2.22
Eligibility Processing	250,000	226,419	255,000	57,552	197,448	22.57
Brokerage Fees-Dental-ACSIG	325,000	312,447	340,000	79,489	260,511	23.38
Brokerage Fees-Dental-MD	725,000	712,220	750,000	195,379	554,621	26.05
Travel and Conferences	22,925	9,376	29,100	35	29,065	0.12
Mileage	11,850	6,488	11,850	1,500	10,350	12.66
Dues & Memberships	8,550	7,680	8,550	300	8,250	3.51
Postage & Meter	7,330	2,059	7,330	692	6,638	9.44
Insurance Expense-PIPS&NCR	24,334,504	24,232,011	26,947,045	6,736,762	20,210,283	25.00
Insurance Expense-PY Adj	500,000	657,717	1,000,000	--	1,000,000	--
Utility - Operating-Rent	57,820	37,046	50,740	9,159	41,581	18.05
Advertising	--	--	--	--	--	--
Contract Services - Actuarial	20,500	14,300	17,500	--	17,500	--
Contract Services -Claim Audit	--	--	19,200	--	19,200	--
Contract Services	--	--	15,000	--	15,000	--
Audit Fees	16,500	14,850	23,000	--	23,000	--
Other Services/Operating Expenses	12,300	5,376	12,300	1,712	10,588	13.92
Capital Equipment/Depreciation	9,500	--	9,500	--	9,500	--
Repairs & Maintenance	5,000	--	5,000	--	5,000	--
Legal	6,750	--	6,750	--	6,750	--
Accounting Services	16,480	16,480	17,000	8,487	8,513	49.92
County Courier	1,519	1,513	2,800	1,639	1,161	58.53
Shredding	900	1,242	1,600	260	1,340	16.22
Copier & Scanner	17,900	9,759	17,900	2,340	15,560	13.07
Claims Administration Services	111,400	104,469	107,000	42,500	64,500	39.72
Self-Insurance Fee	300,000	558,425	650,000	--	650,000	--
Claims Paid-WC	1,000,000	400,761	1,000,000	31,422	968,578	3.14
Claims Paid-PL	100,000	151,492	100,000	(34,791)	134,791	(34.79)
Physical Abilities Testing	20,000	6,083	20,000	--	20,000	--
Training	10,000	--	10,000	--	10,000	--
First-Aid Prog&Responder Fees	35,000	2,307	35,000	--	35,000	--
Food Service Training	--	--	--	--	--	--
Risk Mgmt Prev Program	250,000	74,708	250,000	227,500	22,500	91.00
EAP Program	200,000	165,508	200,000	41,239	158,761	20.62
Safety Inspections	19,000	--	20,000	--	20,000	--
Bank Charge & WC Penalty Reimb	6,000	2,243	6,000	160	5,840	2.67
Cobra Premiums	300,000	186,045	300,000	32,728	267,272	10.91
Dental Insurance Premiums	127,590,000	138,206,038	146,190,000	35,808,090	110,381,910	24.49
Vision Insurance Premiums	5,521,000	7,551,360	8,000,000	1,503,199	6,496,801	18.79
Claim Development Expense	(700,000)	(1,158,832)	(300,000)	(54,363)	(245,637)	18.12
Adjustment to Prefund Deposit	--	182,870	--	--	--	--
Total Operating Expenditures	161,920,582	173,310,428	187,146,852	44,854,275	142,292,577	23.97 %
Net Increase/(Decrease) from Operations	(1,703,574)	3,996,366	2,006,258	1,551,332	454,926	77.32 %
Non Operating Income/(Expense)						
Interest Income	199,000	885,441	639,000	(21,564)	660,567	(3.37)
Net Increase/(Decrease) in Fair Value	--	(225,155)	--	(65,816)	65,816	--
Realized Gain/(Loss) on Investments	--	(84,292)	--	113,696	(113,696)	--
Cumulative effect of GASB 68	--	--	--	--	--	--
Interfund Trans, Other Inc/Exp	--	--	--	--	--	--
Total Non Operating Income/(Expense)	199,000	575,994	639,000	26,316	612,687	4.12 %
Net Increase/(Decrease) in Net Position	\$ (1,504,574)	\$ 4,572,360	2,645,258	\$ 1,577,648	\$ 1,067,613	59.64 %
Beginning Balance Prior Year End	\$ 52,472,148	\$ 52,472,148	57,044,507	\$ 57,044,507	\$ --	100.00 %
Ending Balance, as of 06/30/2023	\$ 50,967,574	\$ 57,044,507	\$ 59,689,766	\$ 58,622,155	\$ 1,067,613	

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XV. 2022/23 Fourth Quarter Investment Report

Mark Payne presented the 2022/23 4th Quarter investment report.

Time Weighted Performance Summary (Net of fees) – June 30, 2023

Total Ending Value **\$26,836,283.35**

Rolling Periods

Quarter to Date	-0.45%
Year to Date	1.27%
Last 12 Months	0.58%
Last 3 Years	-1.25%
Last 5 Years	0.95%
Last 10 Years	0.85%
Since 7/12/10 Inception (annualized %)	0.96%

Calendar Years

Fiscal Years

2023 YTD	1.27%	2022-23 YTD	0.58%
2022	-4.11%	2021-22	-4.11%
2021	-1.13%	2020-21	-0.17%
2020	3.92%	2019-20	4.74%
2019	3.69%	2018-19	1.31%
2018	1.01%	2017-18	-0.42%
2017	0.59%	2016-17	-0.35%
2016	0.99%	2015-16	2.13%
2015	0.87%	2014-15	1.09%
2014	1.01%	2013-14	1.32%
2013	-0.03%	2012-13	0.48%
2012	2.44%	2011-12	1.75%
2011	1.91%		
2010 (partial year)	0.29%		

It was moved by Kevin Collins and seconded by Ahmad Sheikholeslami to recommend approval of the 4th Quarter Investment Report to the Board.

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

Nays: None.

Abstain: None.

XVI. 2023/ 24 First Quarter Investment Report

Mark Payne presented the 2023/24 1st Quarter Investment report.

Time Weighted Performance Summary (Net of fees) – September 30, 2023

Total Ending Value **\$26,864,179.34**

Rolling Periods

Quarter to Date	0.09%
Year to Date	1.39%
Last 12 Months	2.23%
Last 3 Years	-1.25%
Last 5 Years	0.92%
Last 10 Years	0.81%
Since 7/12/10 Inception (annualized %)	0.95%

Calendar Years

Fiscal Years

2023 (YTD)	1.39%	2023-24 YTD	0.09%
2022	-4.11%	2022-23	-0.68%
2021	-1.13%	2021-22	-4.11%
2020	3.92%	2020-21	-0.17%
2019	3.69%	2019-20	4.74%
2018	1.01%	2018-19	1.31%
2017	0.59%	2017-18	-0.42%
2016	0.99%	2016-17	-0.35%
2015	0.87%	2015-16	2.13%
2014	1.01%	2014-15	1.09%
2013	-0.03%	2013-14	1.32%
2012	2.44%	2012-13	0.48%
2011	1.91%	2011-12	1.75%
2010 (partial year)	0.29%		

It was moved by Dr. Kevin Collins and seconded by Danielle Krueger to recommend approval of the 1st Quarter Investment Report to the Board.

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

Nays: None.

Abstain: None.

XVII. CAJPA Accreditation Report

The Executive Director reviewed the accreditation report with the Executive Committee.

The report will be presented to the Full Board at the meeting on November 2, 2023.

XVIII. Delta Dental Network Review

The Executive Director discussed the Delta Dental providers with the Board. Delta Dental is still the primary network in California. Since the pandemic, there have been several dental groups who have chosen to leave the network in an effort to increase revenue.

XIX. Cyber Backup Policy

The Executive Director discussed an update to data backup policy with the Committee. The policy will be presented to the Full Board at the meeting on November 2, 2023.

XX. Strategic Planning Dates

The Executive Director discussed possible dates for strategic planning with the Committee. The Committee will be polled via email to solidify a date for Spring 2024.

Workers Compensation

XXI. Workers Compensation Claims History

Michael Clark of Keenan Associates reviewed a 3-year claims history report. As resources are dedicated to improving 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.

XXII. EAP Update

The Executive Director discussed with the Committee how implementation has been bumpy for Alameda USD as Claremont has had some staffing changes during their implementation of the EAP. We are working diligently to address the programs and keep the lines of communication open with the District. Utilization has gone up within the JPA to 3.5%.

XXIII. Future Planning

XXIV. This meeting was adjourned by Annette Heldman at 11:25 AM



**LOCATION CALL- IN SHEET
ALAMEDA COUNTY SCHOOLS INSURANCE GROUP
EXECUTIVE COMMITTEE MEETING**

October 25, 2023
9:30 AM

Join Zoom Meeting

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

Meeting ID: 735 880 7014

Passcode: acsig23

Alameda County Office of Education

313 W Winton Ave.
Hayward, CA 94544
Leigh Ann Blessing (510) 670-4187

Alameda Unified School District

2060 Challenger Drive #100
Alameda, CA 94501
Danielle Krueger (510) 337-7066

Albany Unified School District

819 Bancroft Way
Berkeley, CA 94710
Jackie Kim (510) 558-3751

New Haven Unified School District

34200 Alvarado-Niles Rd.
Union City, CA 94587
Annette Heldman (510) 471-1100 ext 60413

Piedmont Unified School District

760 Magnolia Ave
Piedmont, CA 94611
Ruth Alahydoian (510) 594-2608

Pleasanton Unified School District

4665 Bernal Ave
Pleasanton, CA 94566
Ahmad Sheikholeslami (925) 426-4307

San Leandro Unified School District

835 E 14th St
San Leandro, CA 94577
Kevin Collins (510) 667-3504