



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

AGENDA Executive Committee

Date: Friday, October 28, 2021

Time: 9:30AM

Location: Video Meeting
Join Zoom Meeting

<https://us02web.zoom.us/j/7358807014?pwd=OWtmZkdmdmZmVwT0hCZklsNXA4RURXUT09>

Meeting ID: 735 880 7014

Passcode: acsig20

I. This meeting was called to order at 9:32 AM

II. Roll call

Executive Committee Members

Annette Heldman	President	New Haven USD	
Jackie Kim	Board Member	Albany USD	
Dr. Candi Clark	Board Member	Alameda COE	<i>(joined the meeting at 9:42am)</i>
Dr. Kevin Collins	Board Member	San Leandro USD	
Madeline Gabel	Board Member	San Lorenzo USD	
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	
Cary Allison	Guest	Morgan Stanley	
Mark Payne	Guest	Morgan Stanley	

III. Acceptance of the Agenda

It was moved by Dr. Kevin Collins and seconded by Jackie Kim to approve the agenda as presented.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

IV. Public Comment on Closed Session Agenda Items

No public present to comment.

V. Closed Session

Closed session began at 9:35 AM

Open Session

Open session began at 9:48 AM

VI. Public Comment on Open Session Agenda Items

No public present to comment.

VII. Report of Action Taken in Closed Session

No action was taken during closed session.

A. Settlement Authorization

- **Claim Numbers:** None

B. Settlement Notification

- **Claim Numbers:**

401595	Mahmoud	542339	De Jesus Ibarra	564662	Hayes	582860	Elmouzayen
455475	Mahmoud	543343	Johnson	564900	Martinez	584894	Fambro
489895	Azbill	548615	Deleon	565534	Gibson	586684	Beal
506121	Hoover	549970	Garcia (Ochoa)	568957	Rodriguez	587425	Contreras
508888	Halper	558698	Gill	569325	Saavedra	2507966	Hewlen
518743	Lu	562058	Malfatti	579529	Middleton	9901125	Ali-Sullivan
531505	Matlon	562058	Conde	580362	Perkins		
532344	Singh	563763	Hayes	581147	Crisostomo		

C. CastlePoint/ Reinsurance Update

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

VIII. Approval of Minutes

The Executive Committee reviewed and approved the Executive Committee meeting minutes from May 13, 2021 and Full Board minutes from May 20, 2021.

It was moved by Dr. Kevin Collins and seconded by Madeline Gabel to approve the Executive Committee meeting minutes.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

General Business

IX. Executive Committee Membership

The Executive Committee has suggested recruiting Piedmont to the Executive Committee. ACOE and San Leandro has agreed to continue sitting on the committee. It was moved by Jackie Kim and seconded by Madeline Gabel to recommend to the Full Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

X. Annual Report

The Executive Director presented the 2020/21 Annual Report. The report will be presented to the Full Board at the meeting on November 4, 2021.

XI. 2020/ 21 Audit

The Executive Director presented the 2020/21 Audit with the Executive Committee. It was moved by Dr. Kevin Collins and seconded by Jackie Kim to recommend approval of the Audit to the Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XII. 2020/ 21 Fourth Quarter Financials

Laurena Grabert from SETECH presented the 2020/21 4th Quarter Financials.

Alameda County Schools Insurance Group (ACSIG)
Consolidated
Statement of Revenues, Expenditures and Changes in Net Position
As of 06/30/2021 and For The Fiscal Year Then Ended

	2019/2020		2020/2021			
	Budget	Actuals	Budget	Activity 07/01/2020 - 06/30/2021	Variance	Percentage of Budget
Operating Revenue:						
Premiums Paid by Members	\$ 158,439,211	\$ 143,824,407	\$ 197,768,036	\$ 161,037,626	\$ 36,730,410	81.43 %
Return of Premiums	--	--	--	--	--	--
Other Income	--	7,093	--	--	--	--
Total Operating Revenue	158,439,211	143,831,500	197,768,036	161,037,626	36,730,410	81.43
Operating Expenditures:						
Classified Salaries	251,917	323,830	278,593	331,598	(53,005)	119.03
Statutory Benefits	88,316	36,288	88,316	28,746	59,570	32.55
Health & Welfare	51,190	47,741	51,190	65,039	(13,849)	127.05
Employer Tax Expense	4,769	5,048	4,769	5,219	(450)	109.43
Net Pension Expense	51,788	365,809	74,804	(202,608)	277,412	(270.85)
Telephone & Internet	7,350	4,625	7,926	6,453	1,473	81.41
Supplies Office	4,200	3,593	3,000	6,541	(3,541)	218.03
Supplies - Other	4,200	1,181	4,000	1,467	2,533	36.68
Eligibility Processing	246,077	205,013	250,000	210,615	39,385	84.25
Brokerage Fees-Dental-ACSIG	294,000	281,605	325,000	290,054	34,946	89.25
Brokerage Fees-Dental-MD	425,000	500,851	500,000	607,679	(107,679)	121.54
Travel and Conferences	23,100	13,770	22,000	2,842	19,158	12.92
Mileage	8,925	7,255	8,500	6,051	2,449	71.18
Dues & Memberships	7,350	7,635	12,000	2,185	9,815	18.21
Postage & Meter	10,000	2,963	8,000	6,230	1,770	77.87
Insurance Expense-PIPS&NCR	24,950,383	22,199,152	24,818,844	24,013,869	804,975	96.76
Insurance Expense-PY Adj	2,000,000	476,909	1,000,000	584,688	415,312	58.47
Utility - Operating-Rent	36,461	38,074	48,432	41,919	6,513	86.55
Advertising	600	--	2,000	--	2,000	--
Contract Services - Actuarial	31,275	8,570	32,414	18,670	13,744	57.60
Contract Services -Claim Audit	--	15,750	20,000	--	20,000	--
Contract Services	6,375	--	3,125	--	3,125	--
Audit Fees	16,275	14,025	15,000	14,300	700	95.33
Other Services/Operating Expenses	10,500	9,744	27,248	3,236	24,012	11.88
Capital Equipment/Depreciation	3,900	592	4,000	592	3,408	14.80
Repairs & Maintenance	3,675	--	3,500	--	3,500	--
Legal	2,100	--	10,000	--	10,000	--
Accounting Services	15,750	15,000	15,500	15,500	--	100.00
County Courier	4,200	3,945	4,200	--	4,200	--
Shredding	2,100	966	1,080	651	429	60.32
Copier & Scanner	15,000	7,927	16,700	12,465	4,235	74.64
Claims Administration Services	174,000	140,232	155,000	139,411	15,589	89.94
Self-Insurance Fee	325,000	432,095	431,959	388,794	43,165	90.01
Claims Paid-WC	1,750,000	725,255	1,250,000	936,718	313,282	74.94
Claims Paid-PL	100,000	82,411	100,000	10,263	89,737	10.26
Physical Abilities Testing	35,000	4,165	50,000	3,403	46,597	6.81
Training	40,000	--	--	--	--	--
First-Aid Program	30,000	8,384	50,000	1,208	48,792	2.42
Food Service Training	--	--	--	--	--	--
Risk Mgmt Prev Program	30,000	85,115	100,000	27,610	72,390	27.61
EAP Program	--	29,602	100,000	119,315	(19,315)	119.32
Safety Inspections	12,446	12,446	12,446	12,819	(373)	--
Bank Charge & WC Penalty Reimb	41,000	4,144	25,000	112	24,888	0.45
Cobra Premiums	250,000	225,931	270,000	268,395	1,605	99.41
Dental Insurance Premiums	123,120,000	106,421,564	163,000,000	123,344,909	39,655,091	75.67
Vision Insurance Premiums	3,950,000	3,676,970	4,375,000	5,022,017	(647,017)	114.79
Claim Development Expense	(2,000,000)	(3,540,853)	1,000,000	(992,480)	1,992,480	(99.25)
ACA Fees	--	--	--	--	--	--
Total Operating Expenditures	156,434,222	132,905,324	198,579,546	155,356,494	43,223,052	78.23 %
Net Increase/(Decrease) from Operations	2,004,989	10,926,176	(811,510)	5,681,132	(6,492,642)	(700.07) %
Non Operating Income/(Expense)						
Interest Income	376,500	734,156	574,500	498,282	76,217	86.73
Net Increase/(Decrease) in Fair Value	--	663,387	--	(343,866)	343,866	--
Realized Gain/(Loss) on Investments	--	645	--	32,290	(32,290)	--
Cumulative effect of GASB 68	--	--	--	--	--	--
Interfund Trans, Other Inc/Exp	--	--	--	--	--	--
Total Non Operating Income/(Expense)	376,500	1,398,188	574,500	186,706	387,793	32.50 %
Net Increase/(Decrease) in Net Position	\$ 2,381,489	\$ 12,324,364	(237,010)	\$ 5,867,838	\$ (6,104,849)	(2,475.78) %
Beginning Balance Prior Year End	\$ 32,386,515	\$ 32,386,515	44,710,878	\$ 44,710,878	\$ 592	100.00 %
Ending Balance, as of 06/30/2021	\$ 34,768,004	\$ 44,710,879	\$ 44,473,868	\$ 50,578,716	\$ (6,104,257)	

It was moved by Jackie Kim and seconded by Madeline Gabel to recommend approval of the 4th Quarter Financials to the Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XIII. 2021/ 22 First Quarter Financials & Cash Flow Statement

Laurena Grabert from SETECH presented the 2021/22 1st Quarter Financials.

Alameda County Schools Insurance Group (ACSIG)
Consolidated
Statement of Revenues, Expenditures and Changes in Net Position
As of 09/30/2021 and For The Three Months Then Ended

	2020/2021		2021/2022			
	Budget	Actuals	Budget	Activity 07/01/2020 - 09/30/2021	Variance	Percentage of Budget
Operating Revenue:						
Premiums Paid by Members	\$ 197,768,036	\$ 161,037,626	\$ 154,947,536	\$ 41,896,872	\$ 113,050,664	27.04 %
Return of Premiums	--	--	--	--	--	--
Other Income	--	--	--	--	--	--
Total Operating Revenue	197,768,036	161,037,626	154,947,536	41,896,872	113,050,664	27.04
Operating Expenditures:						
Classified Salaries	278,593	331,598	338,031	76,054	261,977	22.50
Statutory Benefits	88,316	28,746	51,738	1,022	50,716	1.97
Health & Welfare	51,190	65,039	56,750	15,841	40,909	27.91
Employer Tax Expense	4,769	5,219	5,510	1,204	4,305	21.86
Net Pension Expense	74,804	(202,608)	416,154	48,376	367,778	11.62
Telephone & Internet	7,926	6,453	7,450	1,098	6,352	14.74
Supplies Office	3,000	6,541	5,000	217	4,783	4.35
Supplies - Other	4,000	1,467	8,500	497	8,003	5.84
Eligibility Processing	250,000	210,615	235,620	35,298	200,322	14.98
Brokerage Fees-Dental-ACSIG	325,000	290,054	293,760	73,172	220,588	24.91
Brokerage Fees-Dental-MD	500,000	607,679	520,000	--	520,000	--
Travel and Conferences	22,000	2,842	22,925	300	22,625	1.31
Mileage	8,500	6,051	12,000	1,500	10,500	12.50
Dues & Memberships	12,000	2,185	11,400	385	11,015	3.38
Postage & Meter	8,000	6,230	3,910	4,373	(463)	111.85
Insurance Expense-PIPS&NCR	24,818,844	24,013,869	23,900,848	5,996,676	17,904,172	25.09
Insurance Expense-PY Adj	1,000,000	584,688	500,000	--	500,000	--
Utility - Operating-Rent	48,432	41,919	48,476	9,853	38,624	20.33
Advertising	2,000	--	--	--	--	--
Contract Services - Actuarial	32,414	18,670	20,000	--	20,000	--
Contract Services -Claim Audit	20,000	--	--	--	--	--
Contract Services	3,125	--	5,000	--	5,000	--
Audit Fees	15,000	14,300	14,475	--	14,475	--
Other Services/Operating Expenses	27,248	3,236	11,400	2,411	8,989	21.15
Capital Equipment/Depreciation	4,000	592	9,500	595	8,905	6.26
Repairs & Maintenance	3,500	--	5,000	--	5,000	--
Legal	10,000	--	6,500	--	6,500	--
Accounting Services	15,500	15,500	15,500	4,000	11,500	25.81
County Courier	4,200	--	4,400	--	4,400	--
Shredding	1,080	651	1,600	(0)	1,600	(0.00)
Copier & Scanner	16,700	12,465	17,900	1,986	15,914	11.09
Claims Administration Services	155,000	139,411	143,219	--	143,219	--
Self-Insurance Fee	431,959	388,794	553,082	--	553,082	--
Claims Paid-WC	1,250,000	936,718	1,200,000	411,446	788,554	34.29
Claims Paid-PL	100,000	10,263	100,000	1,832	98,168	1.83
Physical Abilities Testing	50,000	3,403	20,000	1,380	18,620	6.90
Training	--	--	10,000	--	10,000	--
First-Aid Program	50,000	1,208	35,000	--	35,000	--
Food Service Training	--	--	--	--	--	--
Risk Mgmt Prev Program	100,000	27,610	250,000	97,500	152,500	39.00
EAP Program	100,000	119,315	200,000	78,002	121,998	39.00
Safety Inspections	12,446	12,819	18,819	12,972	5,847	--
Bank Charge & WC Penalty Reimb	25,000	112	6,000	--	6,000	--
Cobra Premiums	270,000	268,395	250,000	76,993	173,007	30.80
Dental Insurance Premiums	163,000,000	123,344,909	123,100,000	33,637,575	89,462,425	27.33
Vision Insurance Premiums	4,375,000	5,022,017	4,520,000	1,867,039	2,652,961	41.31
Claim Development Expense	1,000,000	(992,480)	(1,000,000)	(388,849)	(611,151)	38.88
ACA Fees	--	--	--	--	--	--
Total Operating Expenditures	198,579,546	155,356,494	155,955,466	42,070,747	113,884,719	26.98 %
Net Increase/(Decrease) from Operations	(811,510)	5,681,132	(1,007,930)	(173,875)	(834,055)	17.25 %
Non Operating Income/(Expense)						
Interest Income	574,500	498,283	650,500	291,390	359,111	44.79
Net Increase/(Decrease) in Fair Value	--	(343,866)	--	(267,107)	267,107	--
Realized Gain/(Loss) on Investments	--	32,290	--	94,397	(94,397)	--
Cumulative effect of GASB 68	--	--	--	--	--	--
Interfund Trans, Other Inc/Exp	--	--	--	--	--	--
Total Non Operating Income/(Expense)	574,500	186,707	650,500	118,680	531,821	18.24 %
Net Increase/(Decrease) in Net Position	\$ (237,010)	\$ 5,867,839	(357,430)	\$ (55,195)	\$ (302,234)	15.44 %
Beginning Balance Prior Year End	\$ 44,710,878	\$ 44,710,878	50,578,716	\$ 50,578,716	\$ 595	100.00 %
Ending Balance, as of 09/30/2021	\$ 44,473,868	\$ 50,578,716	\$ 50,221,286	\$ 50,523,521	\$ (301,639)	

There was a motion to transfer \$5M cash into investments. It was moved by Dr. Kevin Collins and seconded by Dr. Candi Clark to recommend approval of the 1st Quarter Financials and the motion to the Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XIV. 2020/21 Fourth Quarter Investment Report

Mark Payne presented the 2020/21 4th Quarter investment report.

Time Weighted Performance Summary (Net of fees) – June 30, 2021

Total Ending Value **\$22,708,245.35**

Rolling Periods

Quarter to Date	0.11%
Year to Date	-0.45%
Last 12 Months	-0.17%
Last 3 Years	2.81%
Last 5 Years	1.52%
Last 10 Years	1.43%
Since 7/12/10 Inception (annualized %)	1.47%

Calendar Years

2021 YTD	-0.45%
2020	3.92%
2019	3.69%
2018	1.01%
2017	0.59%
2016	0.99%
2015	0.87%
2014	1.01%
2013	-0.03%
2012	2.44%
2011	1.91%
2010 (partial year)	0.29%

Fiscal Years

2020-21 YTD	-0.17%
2019-20	4.74%
2018-19	1.31%
2017-18	-0.42%
2016-17	-0.35%
2015-16	2.13%
2014-15	1.09%
2013-14	1.32%
2012-13	0.48%
2011-12	1.75%

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

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XV. 2021/ 22 First Quarter Investment Report

Mark Payne presented the 2020/21 1st Quarter investment report.

Time Weighted Performance Summary (Net of fees) – September 30, 2021

Total Ending Value **\$22,614,078.68**

Rolling Periods

Quarter to Date	-0.41%%
Year to Date	-0.87%
Last 12 Months	-0.71%
Last 3 Years	2.57%
Last 5 Years	1.46%
Last 10 Years	1.39%
Since 7/12/10 Inception (annualized %)	1.40%

Calendar Years

Fiscal Years

2021 YTD	-0.87%	2021-22 YTD	-0.41%
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 Jackie Kim and seconded by Madeline Gabel to recommend approval of the 1st Quarter Investment Report to the Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XVI. Strategic Planning

The Executive Director updated the Committee on topics of discussion for the strategic plan. The meeting will be held on January 13, 2022, at the Pleasanton Marriott.

XVII. Albany Endorsement

The Executive Director discussed the endorsement for Albany SELPA. It was moved by Dr. Kevin Collins and seconded by Dr. Candi Clark to recommend approval of the Albany Endorsement to the Board.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

XVIII. Hybrid Work Schedule

The Executive Director discussed the possible ACSIG employee hybrid work schedule.

It was moved by Dr. Kevin Collins and seconded by Madeline Gabel to approve the continuance of the hybrid work schedule.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

Dental

XIX. Delta Rate offset/ Rebate

The Executive Director discussed having a rate offset/ rebate in the dental program. The ACSIG Dental program continues to improve its net position. It was moved by Dr. Candi Clark and seconded by Dr. Kevin Collins to approve the motion to have a one-month rate pass for fixed members for the month of January.

Ayes: Heldman, Kim, Clark, Collins, Gabel

Nays: None.

Abstain: None.

Workers Compensation

XX. Service Plan 2021/ 2022

The service team reviewed the 2021/22 Service Plan, this year the service team a service plan to better document responsibilities and timelines.

XXI. Workers Compensation Claims History

The Executive Director and 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. Current Trends in Claims - Paras

The Executive Director and Keenan Associates discussed the current trend in claims, Paraeducators. The most dramatic trend from transitioning back to in-person learning has been from the Special Education population. ACSIG has seen extremely high numbers of paraeducator injuries and accompanying psychological claims.

XXIII. Sketchers Update

ACSIG has seen a reduction of injuries since the implementation of the shoe program. The shoe program has now been expanded to include Maintenance/ Custodial/ Warehouse employees. Skechers automatically gives a 30% discount to all employees so that are able to purchase shoes with a retail value of \$90 or less.

XXIV. EAP Update

The Executive Director discussed with the committee how implementation has been slow due to the current remote working environment and direct access to employees for the program introduction. Those who have utilized the services have given very positive feedback.

XXV. Future Planning

XXVI. This meeting was adjourned by Annette Heldman at 11:18 AM