

**SHASTA-TRINITY SCHOOLS INSURANCE GROUP
EXECUTIVE COMMITTEE MEETING MINUTES**

March 26, 2004

Best Western Hilltop Inn

ATTENDANCE

Members Present: President, Jim French, Trinity County Office of Education
Vice-President, Donna Heller, Columbia Elementary School District,
Black Butte Elementary School District
Treasurer, Karen Kratzer, Shasta County Office of Education
Patricia Demo, Shasta College
Marla Kraft, Gateway Unified School District
RoseAnn Adams, French Gulch-Whiskeytown Elementary School District, Igo Ono-
Platina Union Elementary School District, Shasta Union Elementary School District &
Redding Elementary School District
Cindy Plank, Cascade Union Elementary School District
Jackie Titus, Anderson Union High School District
Sue Wallick (Ramsay), Bella Vista Elementary School District
Linda Kinsinger, Shasta-Trinity ROP
Laura Merrick, Cottonwood Union Elementary School District
Donna Hlavac, Mountain Valley Unified School District
Kelly Price, Grant Elementary School District
Art Schmitt, Shasta Union High School District
Wesley Schrader, Douglas City Elementary School District
Ex-Officio: Patrick Casey, Executive Consultant
Staff: DeDe Davis, Benefits Administrator
Others Present: See Attendance Sheet

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1.0 **CALL TO ORDER** – The meeting was called to order at 9:10 a.m. by Vice-President, Donna Heller. The Flag Salute was led by Pat Casey.

2.0 **APPROVAL OF AGENDA** – It was suggested that several of the items on the Agenda be tabled for review at the Board meeting to be held directly following today’s Executive Committee Meeting. It was moved by Cindy Plank, Cascade, seconded by Patricia Demo, Shasta College and unanimously approved to accept the agenda.

3.0 **APPROVAL OF MINUTES** – The minutes of the December 12, 2003 meeting were presented for approval. It was moved by Patricia Demo, Shasta College, seconded by Cindy Plank, Cascade and unanimously approved to accept the minutes as presented.

4.0 **PUBLIC COMMENTS** – Melanie Cich, SCOE, thanked LWP for their assistance and wonderful claims service.

5.0 **CORRESPONDENCE/EXECUTIVE COMMITTEE/EXECUTIVE CONSULTANT COMMENTS**
There was no correspondence.

5.1 Report on Health Benefits Committee Meeting - Pat Casey commented that he is encouraged by the attendance at the Health Committee Meeting. There were good discussions regarding all of the options. Mr. Casey did note however that there was a reluctance to recommend any options to the Executive Committee.

6.0 GENERAL BUSINESS

6.1 Approve List of Expenditures through February 2004 – A list of checks and wires was presented for review and approval. It was moved by Jackie Titus, AUHSD, seconded by Cindy Plank, Cascade and carried unanimously by the Executive Committee.

6.2 Financial Reports through February 2004 – Tabled for review at the Board of Directors meeting.

6.3 Quarterly Investment Reports – Tabled for review at the Board of Directors meeting.

6.4 Approve Financial Audit Contract recommendation – Pat Casey reviewed a letter of proposal from Mr. Rob Fink of Brown, Fink, Boyce & Co. and that of Matsom & Isom to perform the 2003-04 audit. Mr. Fink had proposed a rate of \$6,500. and Matsom & Isom proposed a rate of \$6,000. Patricia Demo, Shasta College, moved to accept the proposal by Matsom & Isom. It was seconded by Karen Kratzer, SCOE and unanimously approved.

6.5 Approve 2004/2005 Preliminary Budget – Tabled for review at the Board of Directors meeting.

6.6 Amend Agreement & Bylaws - Pat Casey reviewed recommendations for Agreement and Bylaw changes with regards to Executive Committee representation. A motion was made by Karen Kratzer, SCOE, to

- amend the Bylaws A.3. by adding a Member at Large position and A.4. to read as presented. The motion was seconded by Marla Kraft, Gateway and approved unanimously by the Executive Committee.
- 6.7 Executive Committee Elections – Tabled for review at the Board of Directors meeting.
- 6.8 Executive Consultant Contract- Pat Casey had requested a three-year extension of his contract with no upfront increase, but with an annual opener to receive a COLA with Board approval. Mr. Casey noted that he would like to be present when the Workers' Compensation program comes around in three years. It was moved by Cindy Plank, Cascade to approve the three-year extension of Pat's contract with no upfront increase, but with an annual opener to "discuss" a net effective COLA with Board approval. The motion was seconded by Karen Kratzer, SCOE and approved unanimously by the Executive Committee.
- 6.9 Annual Salary Negotiations for Benefits Administrator - It was requested that a COLA based on State Revenue Limit amount along with benefits capped at Plan C be approved for a period of 3 years beginning with the 2004/05 Plan Year to be effective 7-1-04. A motion was made by Jackie Titus, AUHSD and seconded by Cindy Plank, Cascade to approve the 3-year extension of the COLA and benefits capped at Plan C with the following clarification. The COLA calculated amount would be an amount determined and approved by the Board each year and will be retro active to July 1. The Executive Committee approved the motion unanimously.
- 7.0 **WORKERS' COMPENSATION PROGRAM**
- 7.1 **Self-Insured Program-Claims Prior to July 1, 1995**
- 7.1.1 Review Status of Claims through February 2004 – Tabled for review at the Board of Directors meeting.
- Self-Insured Program-Claims after July 1, 2003**
- 7.1.2 Review Claims through February 2004-LWP –Tabled for review at the Board of Directors meeting.
- 7.1.3 Review recommendation for tail claim Transition Plan from K&A to LWP – Tabled for review at the Board of Directors meeting.
- 7.1.4 New Ex-mods for 2004-05 – Mr. Casey reviewed the need to get the attention of some of the districts. After much discussion, Karen Kratzer, SCOE, moved to accept the new ex-mod methodology as presented. Marla Kraft, Gateway, seconded the motion. The motion was met with some discussion regarding the weighted average. Donna Heller, Columbia and Black Butte, voiced concerns about the methodology having too dramatic of a change. The Executive Committee approved the motion unanimously.
- 7.1.5 Rate for 2004-05 – Pat Casey recommended that the same rate of 2.65% be applied for the 2004-05 with an evaluation during the year regarding consistency. Karen Kratzer, SCOE inquired about the indication of a surcharge increase if the claims experience changes. Mr. Casey noted that he would look at claims prior to September with regards to reserves and reassess. He noted that when setting rates by year three, we would recommend a surcharge if needed. A motion was made by Karen Kratzer, SCOE and seconded by Jackie Titus, AUHSD to approve the recommended W/C rate of 2.65% for the 2004-05 Plan Year to include the evaluation piece and that the Board be kept apprised. The Executive Committee approved the motion unanimously.
- 7.2 Risk Management Program – Tabled for review at the Board of Directors meeting.
- 8.0 HEALTH BENEFITS PROGRAMS**
- 8.1 **Blue Cross of California**
- 8.1.1 Cost Trend for Medical & Prescription – Tabled for review at the Board of Directors meeting.
- 8.1.2 Blue Cross Renewal Calculation – Tabled for review at the Board of Directors meeting.
- 8.1.3 Plan Options to Reduce Rates – Tabled for review at the Board of Directors meeting.
- 8.1.4 Rate Increase Recommendation – Tabled for review at the Board of Directors meeting.
- 8.2 Dental Program** – Tabled for review at the Board of Directors meeting.
- 8.3 Vision Program** – Tabled for review at the Board of Directors meeting.
- 9.0 ADJOURNMENT** – There being no further business, it was moved by Karen Kratzer, SCOE and seconded by Marla Kraft, Gateway that the meeting adjourned at 10:00 a.m. The Executive Committee unanimously approved the motion.

Respectfully submitted,

DeDe Davis
Benefits Administrator

