



MINUTES
EXECUTIVE COMMITTEE MEETING / COMMITTEE OF THE WHOLE
Thursday February 2, 2017 9am

Executive Committee Members Present:

Laura Cyphers Benson	Shasta College
David Flores	Shasta Union HSD
Cindy Trujillo	Redding/Igo-Ono-Platina/Shasta UESD
Phil Brown	Enterprise ESD
Peggy Canale	So. Trinity Jt. USD
Michelle Glover	Columbia/Black Butte/Junction/North Cow Creek ESD
Bettina Blackwell	Trinity COE / Burnt Ranch ESD
Laura Merrick	Cottonwood ESD

Board Members/Alternates Present:

Heather Brown	Grant ESD
Ken Hood	Mountain Union ESD
Tim Azevedo	Anderson Union HSD
Charlie Hoffman	Bella Vista ESD/Shasta-Trinity ROP
Jason Rubin	Gateway Unified SD
Melanie Holmes	Lewiston ESD
Gretchen Deichier	Burnt Ranch/Douglas City/Trinity Center/Trinity COE

Others Present:

Brooks Rice, STSIG
Leah Grant, STSIG
Mari Moore, STSIG

CALL TO ORDER

Laura Cyphers Benson called the meeting to order at 9:00am. There is a quorum for a meeting of the Whole.

- 1. Consent Agenda- Executive Committee Meeting Minutes**
- 2. Consent Agenda - Expenditures**

Consent Agenda includes Executive Committee meeting minutes for October 6, 2016 and Expenditures from July 1 – November 30, 2016.

David Flores moved to approve the consent agenda as presented. Michelle Glover seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

3. ACA 1095B Reporting Update

Member's employees should have received their 1095B forms and the districts will get their copies by March 1, 2017. SISC will be reporting to IRS as required.

4. Workers' Compensation Program Review

The program continues to perform very well and is expected to continue to improve. There were 70 claims in the first six months of the fiscal year compared to 100-110 claims in prior years. Not only are there less claims, but the amount reserved for these claims are less than in past years. We continue to see less large claims due to the improved claims handling by SIA. After 18 months with SIA, we are starting to see the claim trend level off. The costs per claim are half of what they were prior to SIA's management. Our costs per claims are currently better than the state average.

5. Prestige Utilization Update

The partnership with Prestige Urgent Care began April 4, 2016. The materials show utilization from April to December 2016.

6. Health Benefits Committee Schedule

Announcement of the meeting schedule should any district want to invite other to join the meeting including union leaders. Meeting will be March 1, 22, and 29th at the Shasta College from 3pm – 5pm.

7. 85 Hartnell Ave. Project Update

There isn't much new to report. The plans have been submitted to the City for review and we are awaiting a response.

8. Demo of STSIG's New Website

The new website was presented.

9. District Filing with Secretary of State and County Clerks Offices

Brooks Rice shared that this filing with the Secretary of State is required anytime there is a change to the roster of our JPA board as well as the school district's boards.

10. Loss Ratios

The program loss ratios through November 30, 2016 were presented. Year to date loss ratios for medical was 99.28%, dental was 79.20%, and vision was 68.72%.

11. AB 1200 Actuarial Study with Total Compensation Systems

David Wesnier with EPIC reviewed our processes for compliance and identified that the AB 1200 needed to be completed every three years. A proposal for this study has been submitted by Total Compensation Systems for \$5,900.

Phil Brown moved to approve the proposal from Total Compensation Systems of \$5,900 to complete this study. David Flores seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

12. Finance Audit

Phil Brown, chair of the Finance Committee, confirmed that the Finance Committee reviewed and accepted the finance audit at its January 25, 2016 meeting. All reports and backup data are provided. There are no significant items to report. There is a normal reoccurring adjustment to IBNR which is seen every year.

David Flores moved to approve the finance audit as presented. Michelle Glover seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

13. Year to Date Unaudited Financial Reports

Phil Brown, chair of the Finance Committee, confirmed that the Finance Committee reviewed and accepted the unaudited financial reports at its January 25, 2016 meeting. The unaudited financial reports through November 30, 2016 were presented.

Bettina Blackwell motioned to accept and approve the unaudited financial reports as presented. Laura Cyphers Benson seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

14. Investment Report Review

Phil Brown, chair of the Finance Committee, confirmed that the Finance Committee reviewed and accepted the Investment report at its January 25, 2016 meeting. The investment report as of September 30, 2016 states the Authority has \$39.0M in total cash with \$5.9M in LAIF receiving a rate of return of .60% and \$18.5M in CAMP. The remaining \$14.6M is split between TriCounties Bank, Bank of America, and Accounts with Partners.

David Flores motioned to accept and approve the investment/treasurer's report presented. Peggy Canale seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

15. Budget Revision for each of the STSIG Programs

Phil Brown, chair of the Finance Committee, confirmed that the Finance Committee reviewed and accepted the budget revision as presented at its January 25, 2016 meeting. Presented were various budget revisions that were proposed as outlined in the meeting materials.

Peggy Canale motioned to accept and approve the investment/treasurer's report presented. Melanie Holmes seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

16. Revision of the STSIG Salary Schedule

This revision updated the salary schedule approved in September 2014. This revision includes an additional position titled "Project Assistant" with an anticipated hire date in March or April of 2017.

Peggy Canale motioned to accept and approve the revised STSIG salary schedule as presented and recommend the Board of Directors to ratify by resolution these changes at the next Board of Directors' meeting. Melanie Holmes seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

17. IT Services Contract with Apex Technology

After reviewing proposals, it is recommended that STSIG enter into a 2-year contract with Apex Technology for hardware, professional services, software, and ongoing IT support. The contract amount is within the authority range of the Executive Committee.

Gretchen Deichier motioned to accept and approve the proposal from Apex Technology and to enter into a 2-year contract as presented. Phil Brown seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

18. Cyber Liability Insurance Coverage

It was determined that STSIG did not have cyber liability insurance through the NCSIG pool. Coverage was secured January 30, 2017 through NAS/Lloyd's of London (Interwest) for \$6,000 per year. Coverage details are included in the meeting materials.

Phil Brown motioned to accept and approve the cyber liability insurance coverage as presented. Michelle Glover seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

19. New TriCounties Bank Account

STSIG suggests opening a second workers' compensation bank account to use for tail claims. The new account will simplify the process of keeping the tail claims and the going-forward claims separate. The Executive Committee has the authority to open new bank accounts.

Michelle Glover motioned to approve opening a new workers' compensation bank account as presented. David Flores seconded.

Approved: Phil Brown, David Flores, Cindy Trujillo, Peggy Canale, Bettina Blackwell, Michelle Glover, Laura Cyphers Benson, Laura Merrick, Heather Brown, Ken Hood, Tim Azevedo, Charlie Hoffman, Jason Rubin, Melanie Holmes and Gretchen Deichier. Opposed: None. Motion carried. Unanimous.

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

None

ADJOURN

The meeting was adjourned at 10:05am.