



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

Executive Committee Members Present:

Adam Hillman	Shasta COE
Morris Rodrigue	Shasta College
David Flores	Shasta Union HSD
Cindy Trujillo	Redding/Igo-Ono-Platina
Phil Brown	Enterprise ESD
Michelle Glover	Columbia/Black Butte/Junction/North Cow Creek ESD
Sarah Supahan	Trinity COE / Burnt Ranch ESD
Laura Merrick	Cottonwood Union ESD

Board Members/Alternates Present:

Heather Brown	Grant ESD
Larry Robins	Whitmore Union ESD
Jason Rubin	Gateway Unified SD
Gretchen Deichler	Trinity COE
Jennifer Kiff	Gateway Unified SD
Robert Fellingner	Shasta Union ESD
Jodie VanOrnum	Shasta COE
Dana Reginato	Shasta Union High SD
Melanie Holmes	Lewiston ESD

Others Present:

Brooks Rice, STSIG	David Weisner, EPIC
Leah Grant, STSIG	Micah Brownlee, Trinity COE
Kurt Walling, STSIG	
Ron Cushner, Enterprise ESD	
Mujtaba Dato, AON	

CALL TO ORDER

David Flores called the meeting to order at 9:00am. Announced there is a quorum for a meeting of the Whole.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

- 1. Consent Agenda: Approve minutes for June 21, 2016 Executive Committee Meeting**
- 2. Consent Agenda: Expenditures from April 1, 2017 to June 30, 2017**

Michelle Glover moved to approve the consent agenda as presented. Morris Rodrigue seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

- 3. Executive Director's Report**

Brooks Rice introduced the retreat speakers: David Weisner and Mujtaba Dato. He shared that he attended the AGRIP and CAJPA conferences this year. He and Lisa Blakeslee have participated in the CSR: Certified School Risk Managers program along with others board members. He is also part of a JPA managers group that has been informative and has been a good resource to be mentored and to mentor others new to their positions. Brooks shared that his membership on the CAJPA accreditation board of directors has shown him that our JPA is well funded and doing better than average compared to other JPAs.

David Flores encouraged all board members to consider attending the CAJPA conference in the future. He felt it was a valuable resource for board members.

- 4. 2017-18 Open Enrollment**

From the final enrollment information, medical plan 80G remains the most popular plan with 36% of all participants. Plan HSA-A and HSA-B together have 22% participation. The overall medical enrollment increased from 1679 to 1712.

- 5. 2016-17 Safety Incentive Award Recipients**

The number of districts that have earned the Loss Prevention Incentive has increased from 7 districts to over 20 districts. The board thanked Kurt Walling for his outstanding trainings and the results his programs are producing. The board acknowledged his value to the program and to the individual districts he services.

- 6. Review of Workers' Compensation Program through June 30, 2017**

Brooks Rice presented graphs explaining the program history trends.

Currently there are 13 tail claims remaining with no amounts over \$150,000. There have been only two claims settling for over \$40,000 in the last 12 months. The total number of claims filed during 2016-17 fiscal year was 148 claims, down from an average of 210 prior to SIA. Cost per claim has also decreased from a high of \$27,000 prior to SIA and is now averaging \$6,518. The average incurred medical and return-to-work only claims have risen to \$1,834 as a result of SIA focusing on treating claims early and getting workers back to work if possible. The average incurred indemnity claim is \$19,610 which is less than half the average in 2008-09.

- 7. 85 Harnell Ave. Project Update**

Recent pictures of the project were viewed. Brooks Rice explained that the project is on schedule and under budget and expected to be complete by March 1, 2018.

- 8. Loss Ratios**

The program loss ratios through June 30, 2017 were presented. Year to date loss ratios for medical was 96.57%, dental was 85.78%, and vision was 63.94%. The vision plan is performing very well so the health benefits committee will review that program at their next meetings.

9. Contract Renewals

The EPIC and Igoe Administrative Services contracts renewals were presented.

Adam Hillman moved to approved both the EPIC and IGOE contracts as presented. Phil Brown seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

10. New Contract

James Marta and Assoc. contract for 2017-18 and 2018-19 financial audit were presented.

Michelle Glover moved to approve James Marta's contract as presented. Melanie Holmes seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

11. Investment Report Review

The investment report is presented as of June 30, 2017. All programs continue to perform well. Phil Brown signed the Treasurers report for the record.

Laura Merrick moved to approve the investment report as presented. Melanie Holmes seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

12. Re-stated Financial Audits

Phil Brown explained there were two inconstancies that were re-stated; estimated assets and how liabilities were recorded.

Both years total assets were increased due to adjusting the confidence level from 80% level to the "expected" level of 50%. This adjustment increased total assets by \$1,112,071 for 2014-15 and \$3,634,261 for 2015-16. The second adjustment was due to SIA recording STSIG's claims payments as their assets and STSIG recording those claims payments as liabilities. The adjustment decreased STSIG total liabilities by \$2,626,851 for 2014-15 and \$2,181,402 for 2015-16. Neither re-statement affected any cash and were more accounting method changes.

The completed audits are not available for this meeting. It is recommended that the Finance Committee be given the authority to accept the re-stated audit when completed by Kcoe Isom without further approval from the Board.

Cindy Trujillo moved to accept the re-stated audit information above and to authorize the Finance Committee to complete and approve the re-stated audit when presented by Kcoe Isom. Adam Hillman seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

13. Year to Date Unaudited Financial Reports

The unaudited financial reports through June 30, 2017 were presented. All reports were reviewed at the last finance committee meeting on October 31, 2017. All programs are well funded and equity was added to all programs except old workers' compensation. Brooks Rice explained that the JPA accountant has been off work for two months and the back-up is less than normal.

Michelle Glover moved to accept and approve the unaudited financial reports presented. Laura Merrick seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

14. Review of Historical Schedule of Medical and Workers' Compensation Claims Audits.

The last medical claims audit was done on February 11, 2016. The Finance Committee recommends a medical audit be done in the short term as a starting point since we partnered with SISC.

There have been several workers' compensation audits done since 2013 for SIA which included our business in their overall audits. The Workers' Compensation Committee and the Finance Committee reviewed the information and agreed that the SIA audit is sufficient and do not believe a separate STSIG workers' compensation audit is needed.

The option for a dependent audit was suggested. This option will be reviewed by the health benefits committee in the upcoming season.

Phil Brown moved to delegate to Brooks Rice the authority to have a medical audit completed and that no workers' compensation audit is needed. Adam Hillman seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

15. STSIG Underwriting Policies

The purpose of the policy is to give guidance to new members that wish to join the STSIG pool. This policy is also required for the CAJPA accreditation. This policy is a starting point and can have further review and modification as needed.

Michelle Glover moved to approve Underwriting policy as presented. Melanie Holmes seconded.

Approved: Adam Hillman, Phil Brown, David Flores, Morris Rodrigue, Cindy Trujillo, Michelle Glover, Heather Brown, Laura Merrick, Jason Rubin, Sarah Supahan, Gretchen Deichler, and Melanie Holmes Opposed: None.
Motion carried. Unanimous.

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

None public comments.

Cindy Trujillo commented that she would like to see the meeting material available to members earlier. She wants ample time to review the information prior to the meeting.

ADJOURN

The meeting was adjourned at 10:50am.