



**Marin Schools Insurance Authority
Management Committee Meeting Agenda**

**Thursday, August 2, 2018
9:00 a.m.**

**Marin County Office of Education
1111 Las Gallinas Avenue
San Rafael, CA 94903**

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Katie Achterberg at (916) 290-4624 or (916) 244-1199 (fax). Requests must be made as early as possible, and at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the Marin Schools Insurance Authority Management Committee less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Dr., Suite 200, Sacramento, CA 95833.

1. Call to Order

2. Introductions

Management Committee

Member	District
Ms. Debbie Wolfe	Ross Elementary
Ms. Liz Schott	Kentfield Elementary
Mr. Yancy Hawkins	Novato Unified
Mr. Rick Bagley	Ross Valley Elementary
Ms. Kate Lane	MCOE/Rurals
Mr. Carlos Estrella	Reed Union
Mr. Doug Marquand	San Rafael Elementary and High

3. Approval of Agenda as Posted (or Amended)

4. Public Comments

This time is reserved for members of the public to address the Committee relative to matters of the Marin Schools Insurance Authority not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

5. Consent Calendar

If the Committee would like to discuss any items listed, it may be pulled from the Consent Calendar.

- A. Minutes of the June 14, 2018 Management Committee Meeting*
 - B. Minutes of the April 4, 2018, Finance Committee Meeting*
 - C. Cash Disbursements for June and July 2018*
 - D. Delta Dental Report*
 - E. Vision Service Plan Report*
 - F. Keenan Executive Summary, Finance Committee Meeting, May 3, 2018*
 - G. Keenan Executive Summary, Board of Directors Meeting, May 4, 2018*
 - H. Keenan Executive Summary, Claims & Coverage Committee Meeting, June 6, 2018*
 - I. Keenan Executive Summary, Underwriting Committee Meeting, June 15, 2018*
- Recommendation: Management Committee approve the Consent Calendar*

6. Pooled Dental and Vision Programs

- A. Dental Rate Methodology – Jon Paulsen, Bickmore, and Nancy Broadhurst, Finance Manager

Recommendation: Staff recommends that the Dental Program Member Premium budgeting process be changed beginning with the 2019/20 Program Year to incorporate: a) adjustments for an October 1 effective rate change each year; and b) individual Member District Plan rates and enrollee distribution, as known at the time of annual budgeting, in addition to use of the elements in the Keenan analysis.

7. Property and Liability Programs

- A. Property and Liability Claims Status Update – Bryan Boyle, Keenan & Associates

Recommendation: None. Information only.

8. Pooled Workers' Compensation Program

- A. York Risk Services Group, Inc. Staff Changes – Sarah Centeno, Workers' Compensation Program Manager

Recommendation: None

- B. Workers' Compensation Third Party Administration Services Request for Proposal – Sarah Centeno, Workers' Compensation Program Manager*

Recommendation: Staff recommends approval of the draft Request for Proposal for Workers' Compensation Claims Administration Services document and requests confirmation regarding the selection of third party workers' compensation claims administrators to receive the Request for Proposal.

- C. Workers' Compensation Claims Status Update- Jon Pease, York Risk Services Group, Inc.

Recommendation: None. Information only.

9. JPA Administrative Matters

A. Discussion Regarding Governance Streamlining – Jon Paulsen, Bickmore*

Recommendation: Staff recommends the Management Committee authorize staff to draft amendments to MSIA’s governing documents for presentation and approval at the next Board of Directors meeting to enact the following:

- *Increase MSIA’s President and Vice President claim settlement authority to \$100,000 with changes to MSIA’s Policies & Procedures Manual Section 600.5.1, as presented, and subject to review by MSIA legal counsel.*
- *Remove Management Committee authority restrictions G., I., L., and M. under MSIA Bylaws Article II. Section 3.F. with changes to MSIA Bylaws Article II, as presented, and subject to review by MSIA legal counsel.*

B. Staff Reports – Jon Paulsen, Bickmore*

- CAJPA Accreditation Analysis
- Best Practices Coalition

Recommendation: Staff recommends the Management Committee authorize staff to pursue CAJPA Accreditation on behalf of MSIA.

10. Closed Session

Pursuant to Government Code Section 54956.95(a), the Board will hold a closed session to discuss the claims for the payment of tort liability losses, workers’ compensation losses, or public liability losses incurred by the Joint Powers Authority. The following matters may be discussed:

A. Request for Settlement Authority:

Property and Liability -

1. 548464 – Tamalpais Union High School District
2. 552488 – Lagunitas School District

Workers’ Compensation

1. MSBK-549869 – San Rafael High School District

11. Report from Closed Session

Pursuant to Government Code Section 54957.1, the Committee must report in open session any action, or lack thereof, taken in closed session.

12. Closing Comments

This time is reserved for comments by Committee members and staff and to identify matters for future Committee business.

- A. Management Committee
- B. Staff

13. Adjournment

Notices

- The next Management Committee meeting is scheduled to be held on Thursday, October 11, 2018, at the MCOE, starting at 9:00 a.m.
- The next Board of Directors meeting is scheduled to be held on Monday, September 10, 2018, at the MCOE, starting at 9:00 a.m.