



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

**Thursday, December 13, 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 (MSIA) 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. Cash Disbursements for November 2018*
- B. Delta Dental Report*
- C. Vision Service Plan Report*
- D. Keenan & Associates Executive Annual Board of Directors Meeting, October 18-19, 2018*

Recommendation: Management Committee approve the Consent Calendar

6. Pooled Workers' Compensation Program

- A. Presentation of Workers' Compensation Claims Audit – Sarah Centeno, Workers' Compensation Program Manager, and Tim Farley, Farley Consulting*
Recommendation: Staff recommends the Management Committee review and accept the Workers' Compensation Claims Audit, as presented.

- B. Response from York Risk Services Group, Inc. Regarding Claims Audit – Jon Pease and Julie Long, York Risk Services Group, Inc.*
Recommendation: For discussion or action if necessary.

- C. Workers' Compensation Third Party Administrator Request for Proposal Update – MSIA Ad-Hoc Committee
Recommendation: For discussion or action if necessary.

7. JPA Administrative Matters

- A. Consideration of Extending Financial Auditing Services with Sampson, Sampson, & Patterson, LLP – Jon Paulsen, Executive Director*
Recommendation: Staff recommends the Committee provide to staff to negotiate a renewal agreement with Sampson, Sampson, & Patterson, LLP or issue a Request for Proposal for Financial Auditing Services.

- B. President's Report – Debbie Wolfe, President
 - March Board of Directors Meeting Date
 - California Association Schools Business Officials (CASBO) Date for April*Recommendation: Staff recommends i) cancellation of the March 14, 2019, Board of Directors meeting, ii) staff issuance of a survey to Board members to assist the President in selection of a replacement (Special Board of Directors meeting) date, iii) cancellation of the April 18, 2019, Finance Committee and Management Committee meetings, and iv) staff issuance of surveys to the Finance Committee and Management Committee respectively to assist the Committee Chairs in selection of a replacement date.*

- C. Executive Director's Report – Jon Paulsen, Executive Director*
Recommendation: Staff recommends i) approval and issuance of the attached draft Board Member Strategic Planning survey, and ii) distribution of an email updating MSIA members of the Bickmore brand update.

8. 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

9. Adjournment

Notices

- The next Management Committee meeting is scheduled to be held on Thursday, February 14, 2019, at the MCOE, starting at 9:00 a.m.
- The next Board of Directors meeting is scheduled to be held on Thursday, March 14, 2019, at the MCOE, starting at 9:00 a.m.