



## **Marin Schools Insurance Authority Special Board of Directors Meeting Agenda**

**Thursday, May 9, 2019  
9:00 a.m.**

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

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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 Board of Directors 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.

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**1. Call to Order**

**2. Introductions**

**3. Approval of Agenda as Posted (or Amended)**

**4. Public Comments**

This time is reserved for members of the public to address the Board 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 Board would like to discuss any items listed, it may be pulled from the Consent Calendar.

- A. Minutes of the March 28, 2019, Board of Directors Meeting, and Minutes of the December 12, 2018, Management Committee Meeting\*
- B. Cash Disbursement Report March and April 2019\*
- C. Treasurer's Report as of March 31, 2019\*
- D. Internal Financial Statements as of March 31, 2019\*
- E. Workers' Compensation Memorandum of Coverage 2019/20 Program Year\*
- F. NCR Executive Summary, Claims & Coverage Committee Meeting & Defense Counsel Summit – March 6, 2019\*

*Recommendation: Staff recommends approval of the Consent Calendar.*

\*Indicates attachments are included in this agenda.

**6. Presentations**

- A. Property and Liability Programs Retention Analysis – Mujtaba Dattoo, Aon Risk Consultants, Inc.\*

*Recommendation: Staff recommends the Board of Directors consider increasing the Liability and Property Programs retentions for the 2019/20 Program Year.*

- B. Update on Investment Activities – Carlos Oblites, Chandler Asset Management\*

*Recommendation: For discussion and/or action if necessary.*

- C. Excess Workers' Compensation Renewal & Market Update – Nasreen Kopecky, Arthur J. Gallagher & Company\*

*Recommendation: Staff recommends that the Board provide direction to MSIA's workers' compensation insurance broker to execute a renewal with one of the options being presented.*

- D. Dental and Vision Programs Update – Kelly Hall, Keenan & Associates\*

*Recommendation: For discussion and/or action if necessary.*

**7. Pooled Property and Liability Program**

- A. Nor Cal ReLiEF (NCR) Update – Kyle McKibbin, Keenan & Associates

*Recommendation: For discussion and/or action, if necessary.*

**8. Pooled Workers' Compensation Program**

- A. Workers' Compensation Program Third Party Administrator Contract with Intercare – Sarah Centeno, Workers' Compensation Program Manager\*

*Recommendation: Staff recommends approval of the draft contract as proposed for Workers' Compensation Claims Administration services with Intercare for the 2019/2020 program year.*

- B. Workers' Compensation Program Third Party Administrator Transition Plan Update – Sarah Centeno, Workers' Compensation Program Manager\*

*Recommendation: For discussion and/or action, if necessary.*

**9. JPA Financial Matters**

- A. Annual Review and Action Regarding Policy 300.12 – Investment of Funds – Nancy Broadhurst, Finance Manager, and Carlos Oblites, Chandler Asset Management, Inc.\*

*Recommendation: Staff recommends the Board of Directors approve the proposed revisions to the Investment Policy.*

- B. 2019/20 Workers' Compensation Experience Modification Factors – Nancy Broadhurst, Finance Manager\*

*Recommendation: Staff recommends the Board of Directors approve the experience modification factor calculations, as presented, to be used for the 2019/20 Budget.*

- C. 2019/20 Workers' Compensation Program Rate Renewal – Nancy Broadhurst, Finance Manager\*

*Recommendation: Staff recommends the Board of Directors approve the 2019/20 rates for the Workers' Compensation Program at the \$600,000 SIR at the 80% confidence level and a 1% discount rate.*

\*Indicates attachments are included in this agenda.

- D. 2019/20 General Liability & Property Program Rate Renewals – Nancy Broadhurst, Finance Manager\*  
*Recommendation: Staff recommends the Board of Directors approve the rates, premiums, and premium discounts for the Liability and Property Programs, as presented, with the exception of adjustments to reflect the RF ADA and actual NCR/SAFER excess/reinsurance rates once they are finalized.*
- E. 2019/20 Dental Program Rate Renewal – Nancy Broadhurst, Finance Manager\*  
*Recommendation: Staff recommends the Board of Directors approve the 2019/20 Program Year rates for the Dental Program with a 4.48% increase in Tier Rates from the prior year.*
- F. 2019/20 Vision Program Rate Renewal – Nancy Broadhurst, Finance Manager\*  
*Recommendation: Staff recommends the Board of Directors approve the 2019/20 Program Year rates for the Vision Program with a 6.09% rate increase from the prior year, as presented.*
- G. 2019/20 Operating Budget – Nancy Broadhurst, Finance Manager\*  
*Recommendation: Staff recommends the Board of Directors approve the 2019/20 Operating Budget, as presented.*

#### **10. Pooled Property and Liability Program**

- A. Election of Management Committee and Officers – Jon Paulsen, Executive Director\*  
*Recommendation: Staff recommends the Board of Directors appoint Officers — Ms. Deborah Wolfe, President, Mr. Yancy Hawkins, Vice President, and Mr. Corbett Elsen, Treasurer, for the term of July 1, 2019 through June 30, 2021. Additionally, staff recommends Ms. Kate Lane, Member-at-Large, and Mr. Rick Bagley, Member-at-Large for the term of July 1, 2019 through June 30, 2021.*

#### **11. JPA Administrative Matters**

- A. President's Report – Debbie Wolfe, President
- Resolution 18-01 – Establishing Meeting Dates for the 2019/20 Program Year\*  
*Recommendation: Staff recommends the Board of Directors approve Resolution 18-01, Establishing Meeting Dates for the 2019/20 Program Year.*
- B. Staff Reports – Jon Paulsen, Executive Director\*
- Vendor Contract Updates
  - Governing Documents Revisions
- Recommendation:*
- 1) *Staff recommends the Board of Directors approve the contract with Aon Risk Consultants, Inc. for Workers' Compensation, Property & Liability, and Self-Insured Retention Actuarial Studies; the two-year agreement with Sampson, Sampson, & Patterson, LLP for Independent Financial Auditing Services; and approve the RASP and HMI Loss Control Contracts with Keenan and Associates, and extend contract for Third Party Claims Administration Services for Property and Liability Programs.*

- 2) *Staff Recommends the Board approve the enclosed amendments to the MSIA Bylaws and Policies & Procedures.*

## **12. Closing Comments**

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

- A. Board of Directors
- B. Staff

## **13. Adjournment**

### **Notices**

- The next Management Committee meeting is scheduled to be held on Thursday, June 13, 2019, at the MCOE, starting at 9:00 a.m.
- The next Board of Directors Meeting will be determined by approval of the 2019/20 Meeting Calendar.