



**MARIN SCHOOLS INSURANCE AUTHORITY
MANAGEMENT COMMITTEE MEETING AGENDA**

**Thursday, April 23, 2020
9:00 a.m.**

This meeting will be held using the Zoom platform.

Dial-in Number: (669) 900-6833

Access Code: 971 8173 0367

*web conference information available upon request

All portions of this meeting will be conducted by teleconferencing in accordance with the State of California Executive Order N-29-20.

Members of the public may observe and address the meeting telephonically. No physical location will be available from which members may observe the meeting and offer public comment.

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 katie.achterberg@sedgwick.com. 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 MSIA Management Committee less than 72 hours prior to a regular meeting will be available for public inspection. Please contact Katie Achterberg at (916) 290-4624 or katie.achterberg@sedgwick.com.

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- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**

MANAGEMENT COMMITTEE	
Member	District
Ms. Debbie Wolfe	Ross Elementary
Mr. Yancy Hawkins	Novato Unified
Mr. Corbett Elsen	Tamalpais Union High
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)**

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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.
- 4 5. **CONSENT CALENDAR** – If the Committee would like to discuss any item listed, it may be pulled from the Consent Calendar. **A**
- 5 *A. Cash Disbursements for November - March 2020
- 6 *B. Delta Dental Report
- 7 *C. Vision Service Plan Report
- 8 *D. Property & Liability Claims Audit - 2019
Recommendation: Management Committee approve the Consent Calendar.
- 18 6. **JPA FINANCIAL MATTERS**
- 18 *A. Novato USD 2019/20 Workers’ Compensation Ex-Mod Correction – Jon Paulsen, Executive Director **A**
Recommendation: Staff recommends approval of the correction plan, as presented.
- 19 *B. SELF Liability Assessment in Response to AB218 – Jon Paulsen, Executive Director **I**
Recommendation: Information only.
- 21 *C. Draft Actuarial Study for the Workers’ Compensation Program as of December 31, 2019, and Extrapolated to June 30, 2020 – Mujtaba Dato, Aon Risk Solutions **A**
Recommendation: Staff recommends the Management Committee receive and file the 2020/21 Workers’ Compensation Program Actuarial Study.
- 110 *D. Update on Investment Activities and Annual Review of Investment Policy – Carlos Oblites and Jeffery Probst, Chandler Asset Management **A**
Recommendation: For discussion and/or action if necessary.
- 166 *E. Preliminary 2020/21 Budget – Sulaiman Arsala, Finance Manager **A**
Recommendation: Staff recommends the Management Committee recommend to the Board of Directors the approval of the 2020/21 Draft Budget, as presented, with pending adjustments to reflect the actual excess/reinsurance rates for the Property and Liability Programs, as well as the renewal information for the Dental & Vision Programs, once they are ascertained.
- 180 7. **WORKERS’ COMPENSATION MATTERS**
- *A. Workers’ Compensation Claims Audit Services for 2020 – Sarah Centeno, Workers’ Compensation Program Manager **A**
Recommendation: Staff recommends Management Committee approve the engagement of Farley Consulting Services, LLC. for the 2020 Workers’ Compensation claims audit.

*Indicates attachments are included in this agenda.

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- 192 *B. Consideration of Contract with Encompass Health Solutions, Inc. (CarivaCare) 24/7 Nurse Injury Reporting & Nurse Advice Service Agreement – Sarah Centeno, Workers’ Compensation Program Manager A
Recommendation: Staff recommends approval of the contract with Encompass Health Solutions, Inc (CarivaCare). for 24/7 Injury Reporting & Nurse Advice Services, effective July 1, 2020, through June 30, 2023.

8. POOLED PROPERTY AND LIABILITY PROGRAMS

- 201 *A. Northern California ReLiEF Update – Kyle McKibbin, Keenan & Associates I
Recommendation: For discussion and/or action if necessary.

9. JPA ADMINISTRATIVE MATTERS

- 247 *A. Executive Directors Preport – Jon Paulsen, Executive Director I
 - 2020 Strategic Planning Session Recap & Deliverables
 - Succession Planning: Proposed Officers & Management Committee*Recommendation: For discussion and/or action if necessary*
- 253 *B. President’s Report – Debbie Wolfe, Ross Elementary I
 - Resolution of Proposed Meeting Dates for the 2020/21 Program Year*Recommendation: For discussion and/or action if necessary.*

10. CLOSING COMMENTS

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

- A. Management Committee
- B. Staff

11. ADJOURNMENT

Notices:

- The next Board of Directors meeting is scheduled to be held on Thursday, May 21, 2020, at the MCOE (or via teleconference, if deemed necessary), starting at 9:00 a.m.
- The next Management Committee meeting is scheduled to be held on Thursday, June 11, 2020, at the MCOE, starting at 9:00 a.m.