



Marin Schools Insurance Authority Special Board of Directors Meeting Agenda

**Monday, February 1, 2021
9:00 a.m.**

**This meeting will be held using the Zoom platform
*web conference information available upon request**

All portions of this meeting will be conducted by teleconference 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 Marin Schools Insurance Authority Board of Directors 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.

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 November 5, 2020, Board of Directors Meeting, and Minutes of the December 14, 2020, Special Board of Directors Meeting*
- B. Cash Disbursement for November and December 2020*
- C. Treasurer's Report as of December 30, 2020*
- D. Dental Coalition Services Agreement, Exhibit C*

*Indicates attachments are included in this agenda.

- E. Vision Coalition Services Agreement, Exhibit C*
- F. Keenan Northern California ReLIEF Executive Summary of Underwriting Member Services Committee Meeting
- G. Draft MSIA Estimate of Self-Funding Rates Dental Plan
- H. Draft MSIA Estimate of Self-Funding Rates Vision Plan
Recommendation: Staff recommends approval of the Consent Calendar.

6. Financial Audit

- A. Financial Audit for the Fiscal Year Ended June 30, 2020 – Bill Patterson, Sampson, Sampson, and Patterson*
Recommendation: Staff recommends the Board of Directors receive and file the financial audit for the fiscal year ended June 30, 2020, as presented.

7. Nominations

- A. Election of Officers and Management Committee Members – Jon Paulsen, Executive Director*
Recommendation: Staff recommends the Board appoint a new slate of Officers, and corresponding Management Committee Members, to be effective February 1, 2021.

8. Finance Manager’s Report

- A. Staffing Update – Katie O’Brien, Director of Finance and Accounting, Sedgwick
Recommendation: For discussion and/or action if necessary.
- B. Resolution 21-02 Establishing All Bank Accounts and Authorized Signatures and Policy 300.14 Establishing All Bank Accounts and Authorized Signatures – Katie O’Brien, Finance Director, Sedgwick*
Recommendation: Staff recommends the Board of Directors approve the Resolution 21-02 and Policy 300.14, Establishing Authorized Signers on all Bank and Investment Accounts, as amended.
- C. Resolution 21-03 Authorizing Investment of Monies in LAIF and Policy 300.13 Investment of Monies in LAIF – Katie O’Brien, Finance Director, Sedgwick*
Recommendation: Staff recommends the Board of Directors approve the Resolution 21-03 and Policy 300.13, Authorizing Investment of Monies in the Local Agency Investment Fund, as amended.

9. Pooled Property Program

- A. COVID-19 Risk Management Updates – Kyle McKibbin, Keenan & Associates*
Recommendation: For discussion and/or action if necessary.
- B. Errors & Omissions and Crime Coverage Proposals*
Recommendation: Staff recommends the Board of Directors bind coverage for Errors & Omissions Coverage, and Crime Coverage with Keenan & Associates.

10. Pooled Workers’ Compensation Program

- A. Claims Audit – Tim Farley, Farley Consulting *
Recommendation: Staff recommends the Board of Directors review and accept the Workers’ Compensation Claims Audit, as presented.

*Indicates attachments are included in this agenda.

- B. Audit Schedule Discussion – Sarah Centeno, Workers’ Compensation Program Manager
Recommendation: Staff recommends that the Board consider changing the workers’ compensation claims audit schedule from annual to biennial. This would mean that the next audit would occur in 2022.
- C. COVID-19 Workers’ Compensation Update – Sarah Centeno, Workers’ Compensation Program Manager
Recommendation: None. Information only.

11. JPA Administrative Matters

- A. Resolution for SELF AB218 Capitalization*
Recommendation: Staff recommends adoption of a resolution directing payment of MSIA member districts’ SELF liability invoices, funded from MSIA liability program surplus.

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, April 22, 2021, via Zoom, starting at 9:00 a.m.
- The next Board of Directors meeting is scheduled to be held on Thursday, May 20, 2021, via Zoom, starting at 9:00 a.m.