



Alameda County Schools Insurance Group (ACSIG)  
5776 Stoneridge Mall Rd., Suite 130 Pleasanton, CA 94588

MINUTES  
Executive Committee

**Date:** Thursday, November 5, 2015  
**Time:** 11:00AM  
**Location:** Alameda County Office of Education  
 313 W. Winton Ave.  
 Hayward, CA 94544

**I. This meeting was called to order by Susan Kinder at 11:15 AM, with a quorum of members present.**

**II. Members in Attendance**

**Executive Committee Members**

Susan Kinder	President	Livermore Valley Joint USD
Dr Candi Clark	Vice President	Castro Valley USD
Annette Heldman	Board Member	San Lorenzo USD
Raul Parungao	Board Member	Fremont USD
Kimberly Dennis	Executive Director	Alameda County Schools Insurance
Celina Flotte	Executive Assistant	Alameda County Schools Insurance
Tara Cooper-Salaiz	Guest	Keenan & Associates
Patrice Grant	Guest	Keenan & Associates
Kyle McKibbon	Guest	Keenan & Associates
Rebecca Sekol	Guest	Keenan & Associates
John Deseck	Guest	Keenan & Associates
Laurena Grabert	Guest	SETECH

**III. Acceptance of the Agenda**

It was moved by Raul Parungao and seconded by Dr. Candi Clark to approve the agenda as presented.

**IV. Public Comment on Closed Session Agenda Items**

No public present to comment.

**Closed Session**

*Closed session began at 11:18 AM.*

**Open Session**

*Open session began at 11:35 AM.*

**V. Public Comment on Open Session Agenda Items**

No public present to comment.

**VI. Report of Action Taken in Closed Session**

Susan Kinder reported that the Committee gave the Executive Director, Kimberly Dennis, an excellent yearly review, which extends her contract for another year.

It was moved by Dr. Candi Clark and seconded by Raul Parungao to approve settlement authorizations and notifications listed below.

Ayes:, Clark, Kinder, Parungao, and Heldman.

Nays: None.

Abstain: None.

**Settlement Authorization**

- **Claim Numbers:** 410692; 2207275; 2203078; 2205970

**Settlement Notification**

- **Claim Numbers:** 397981; 398837; 417029; 422515; 425973; 427543; 429144; 432087; 435558; 438974; 442180; 447599; 455147; 455585; 456441; 457758; 459472; 460534; 462375; 462881; 467331; 467416; 467792; 476037; 477353; 477826; 479940; 481101; 481961; 482935; 483470; 484539; 484595; 485455; 487989; 488174; 491545; 491830; 492321; 493068; 493938; 494515; 496472; 501403; 502114; 502194; 503544; 505438; 2202715; 2203124; 2204907; 2204997; 2205457; 2205532; 2205788; 2506353; 2506609; 9900596

**VII. Approval of Minutes**

The Executive Committee reviewed meeting minutes from the Executive Committee Meeting May 14, 2015 and the Full Board minutes from May 21, 2015, and June 2, 2015.

It was moved by Raul Parungao and seconded by Dr. Candi Clark to approve the Executive Committee Meeting Minutes from May 14, 2015, the Full Board Minutes from May 21, 2015 and the Full Board Minutes from June 2, 2015.

Ayes: Clark, Kinder, Parungao  
Nays: None.  
Abstain: None.

### **General Business**

#### **VIII. ACSIG Staffing**

The Executive Director requested change for COBRA Administrator position to .50 FTE. It was moved by Raul Parungao and seconded by Annette Heldman to approve the ACSIG Staffing change to the Full Board consent calendar.

Ayes: Kinder, Clark, Parungao, Heldman.  
Nays: None.  
Abstain: None.

#### **IX. Election of Officers**

Although Executive Committee members service a term of 2 years each, an officer's term is only for one year.

It was moved by Annette Heldman and Dr. Candi Clark seconded nominating Dr. Candi Clark as President, Raul Parungao as Vice President, and Susan Kinder as Secretary for the 2015/16 term.

Ayes: Kinder, Clark, Parungao and Heldman.  
Nays: None.  
Abstain: None.

#### **X. Introduction of New Service Team Members**

The Executive Director introduced the new Service Team to the Executive Committee.

- John Deseck
- Rebecca Sekol

### **Workers Compensation**

#### **XI. Audit RFP**

The Executive Committee expressed their satisfaction with Christy White & Associates and is recommending request for an engagement letter from Christy White & Associates requested fee proposal for the next 3 years.

#### **XII. Future Planning**

#### **XIII. Susan Kinder adjourned the meeting at 11:50AM.**