



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

MINUTES
Executive Committee

Date: Thursday, March 12, 2015
Time: 9:00AM
Location: Alameda County Office of Education
313 W. Winton Ave.
Hayward, CA 94544

I. Susan Kinder called the meeting to order at 9:07am, with a quorum of members present.

II. Executive Committee Members

Susan Kinder	President	Livermore Valley Joint USD
Candi Clark	Vice President	Castro Valley USD
Raul Parungao	Board Member	Fremont USD
Kimberly Dennis	Executive Director	Alameda County Schools Insurance
Desiree Endert	Admin Assistant	Alameda County Schools Insurance
Ron Martin	Guest	Keenan & Associates
Tara Cooper-Salaiz	Guest	Keenan & Associates
Patrice Grant	Guest	Keenan & Associates
Kyle McKibbon	Guest	Keenan & Associates
Laurena Grabert	Guest	SETECH
Cary Allison	Guest	Morgan Stanley

III. Acceptance of the Agenda

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

Ayes: Clark, Kinder, Parungao

Nays: None

Abstain: None

IV. Public Comment on Closed Session Agenda Items

No public present to comment.

Closed Session

Closed session began at 9:10am.

Open Session

Open session began at 9:22am.

V. Public comment on Open Session Agenda Items

No public present to comment.

VI. Report of Action Taken in Closed Session

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

Ayes: Clark, Kinder, Parungao

Nays: None

Abstain: None

Settlement Notifications

Claim Numbers: 399684; 405603; 410907; 411182; 416779; 425904; 436448;
439481; 440466; 447884; 451015; 454671; 456283; 460156; 460803; 465887;
467418; 472871; 473526; 474364; 476457; 477880; 486401; 486472; 487952;
491906; 493822; 2203309; 2205128; 2205640; 2206770; 2502023; 2509266

Settlement Authorization:

Claim Numbers: 2204997; 2205557; 2205788

VII. Approval of Minutes

It was moved by Candi Calrk and seconded by Susan Kinder to approve the January 16, 2015 Executive Committee Meetings minutes as presented.

Ayes: Clark and Kinder

Nays: None

Abstain: Parungao

It was moved by Raul Parungao and seconded by Candi Clark to approve the November 6, 2014 Full Board Meeting Minutes as presented.

Ayes: Clark and Parungao

Nays: None

Abstain: Kinder

Workers Compensation

VIII. Actuarial Study - Ex Mods

The Executive Director presented the Ex-Mods as determined by the Actuary, Jack Joyce. Ex-Mods have a minimum of .75 and maximum of 1.25. There is not a limit to the amount that a member can change between years. The amounts are averaged to 1.00 and based on a member's experience within the pool. Positive risk management procedures will not have an immediate effect due to the numbers being based on a 3 year average, but will show positively in the future.

MEMBER	NEW EX-MOD 12/31/14	OLD EX-MOD 12/31/13
ACOE	0.750	0.750
ALAMEDA	0.993	0.929
ALBANY	0.901	0.951
CASTRO VALLEY	0.826	0.750
DUBLIN	0.858	0.858
EDEN ROP	1.018	0.973
EMERY	0.750	0.750
FREMONT	1.139	1.207
LIVERMORE	1.174	1.103
MISSION ROP	0.815	0.878
MT. HOUSE	1.239	1.250
NEWARK	1.250	1.250
NEW HAVEN	0.901	0.815
PIEDMONT	0.750	0.768
PLEASANTON	0.750	0.791
SAN LEANDRO	1.065	0.980
SAN LORENZO	1.133	1.221
SUNOL GLEN	0.763	0.750
TRI VALLEY ROP	1.250	1.250

It was recommended that future Ex-Mods have a column showing the +/- trends per member. It was moved by Raul Parungao and seconded by Candi Clark to approve the Actuarial Study Ex-Mods.

Ayes: Clark, Kinder, Parungao

Nays: None

Abstain: None

IX. Actuarial Study-Ultimate Loss

The Executive Director presented the Ultimate Loss report prepared by Jack Joyce who will attend the next meeting. It was estimated that ACSIG's liability for unpaid losses are \$25,808,000 on December 31, 2014 and are projected to be \$24,902,000 on June 30, 2015. The corresponding discounted values (at 1.5% interest) are \$22,582,00 and \$21,788,000. Last year it was estimated that the 3/31/14 liability would be \$29.091 million. The new estimate of the 12/31/14 liability is \$25.808 million. The estimate fell by \$668,000+ and was reduced by claims paid.

X. Preliminary 2015/2016 Workers Compensation Rates

The Executive Director reviewed the changes proposed to the base rate. 2015-2016 base rate uses a calculation of PIPS rate + Administrative Costs + self-insurance fee + an adjustment of \$1,000,000 + \$0.35 for the deficit.

This adjustment is for the payroll adjustment to accommodate for the variance between payroll numbers used for ACSIG billing (2013-2014 audited payroll) versus the amount paid to PIPS (2015-2016 actual payroll).

This payroll adjustment resulted in an 8% increase to the Workers' Comp rate in 2014-2015.

***** ADDED ANOTHER \$500,000 FOR PAYROLL ADJUSTMENT

	2013/2014 Actual Payroll	Base Rate	Ex Mod	Rate per \$100 Payroll	2015/2016 PREMIUM	2014/2015 PREMIUM
ACOE	\$24,636,551	2.90	0.7500	2.18	\$535,845	\$ 455,568.00
ALAMEDA	\$61,967,305	2.90	0.9930	2.88	\$1,784,472	\$ 1,361,703.00
ALBANY	\$24,982,608	2.90	0.9010	2.61	\$652,771	\$ 556,138.00
CASTRO VALLEY	\$53,460,195	2.90	0.8260	2.40	\$1,280,586	\$ 954,393.00
DUBLIN	\$49,742,372	2.90	0.8580	2.49	\$1,237,690	\$ 936,199.00
EDEN ROP	\$3,146,268	2.90	1.0180	2.95	\$92,884	\$ 71,778.00
EMERY	\$6,144,058	2.90	0.7500	2.18	\$133,633	\$ 108,175.00
FREMONT	\$197,019,408	2.90	1.1390	3.30	\$6,507,748	\$ 5,754,449.00
LIVERMORE	\$71,551,054	2.90	1.1740	3.40	\$2,436,027	\$ 1,902,299.00
MISSION ROP	\$4,077,930	2.90	0.8150	2.36	\$96,382	\$ 79,531.00
MT. HOUSE	\$207,725	2.90	1.2390	3.59	\$7,464	\$ 6,905.00
NEWARK	\$39,066,489	2.90	1.2500	3.63	\$1,416,160	\$ 1,160,412.00
NEW HAVEN	\$76,911,670	2.90	0.9010	2.61	\$2,009,625	\$ 1,414,229.00
PIEDMONT	\$21,060,384	2.90	0.7500	2.18	\$458,063	\$ 390,948.00
PLEASANTON *	\$90,406,310	2.90	0.7500	2.18	\$1,966,337	\$ 1,685,129.00
SAN LEANDRO	\$54,476,887	2.90	1.0650	3.09	\$1,682,519	\$ 1,246,916.00
SAN LORENZO	\$65,949,277	2.90	1.1330	3.29	\$2,166,895	\$ 1,822,468.00
SUNOL GLEN	\$1,562,931	2.90	0.7630	2.21	\$34,583	\$ 26,989.00
TRI VALLEY ROP	\$2,552,972	2.90	1.2500	3.63	\$92,545	\$ 85,640.00
TOTAL PREMIUMS	\$848,912,396				\$24,592,230	\$ 20,019,869.00
Average Ex Mod					1.00000	

Payrolls based upon 2013/2014 Unaudited Actuals Reports provided by ACOE

* includes apprentice program

Rate Build UP

PIPS K-12 Rate	2.562735	(assumes a 5% increase and no change to ex-mod)		
ACSIG Ex-mod	0.9014		2.310049329	\$ 20,103,730.84
Claims Admin	176,000			\$ 176,000.00
Deficit	0.35			\$ 3,045,954.78
ACSIG Admin	\$ 157,375.00			\$ 157,375.00
Self-Insurance Fee	\$ 246,609.00			\$ 246,609.00
PIPS Adj	\$ 1,000,000.00			\$ 1,000,000.00
				\$ 24,729,669.62
est. 15/16 payroll	\$ 870,272,794.00			

0.023681471
0.000207322
0.003588025
0.000185382
0.000290497
0.001000966
0.029031606

XI. Company Nurse Program

The Executive Director gave a progress update on the Company Nurse Program. Lag times for reporting incidents have decreased by 64%. Currently San Leandro, Castro Valley, Fremont, Newark, New Haven, Pleasanton and San Lorenzo are participating in the program. ACOE, Alameda Unified and Albany are in current discussions concerning joining the program.

XII. Keenan TPA Agreement

The wrong contract was included in the agenda packet so this item will be deferred to the May 14, 2015 Executive Committee Meeting.

XIII. Deficit Review

The Executive Director informed the Executive Committee that SETECH estimates an improvement to the ACSIG deficit of over \$9 million. The deficit as of June 30, 2015 is estimated to be \$6,176,693.

XIV. 3 Year Point in Time Comparison

The Executive Director and Tara Salaiz from Keenan & Associates presented the latest 3-year comparative using fiscal year end data.

Alameda County Schools Insurance Group - PIPS

Frequency and Severity

District	Count(19)	7/1/2011 - 6/30/2012		7/1/2012 - 6/30/2013		7/1/2013 - 6/30/2014		Totals	
		Frequency	Severity	Frequency	Severity	Frequency	Severity	Frequency	Severity
Alameda County Office of Education	8	\$29,128	7	\$6,592	6	\$3,108	21	\$38,829	
Alameda Unified School District	44	\$350,699	46	\$328,318	48	\$285,686	138	\$964,703	
Albany Unified School District	13	\$150,422	18	\$152,712	20	\$216,008	51	\$519,142	
Castro Valley Unified School District	36	\$322,317	24	\$107,943	41	\$255,827	101	\$686,086	
Dublin Unified School District	24	\$405,814	22	\$109,187	27	\$96,190	73	\$611,191	
Eden Area ROP	2	\$71,188	4	\$39,972	3	\$3,060	9	\$114,221	
Emery Unified School District	4	\$13,186	5	\$15,904	9	\$37,386	18	\$66,477	
Fremont Unified School District	142	\$1,698,923	130	\$1,125,709	142	\$988,023	414	\$3,812,655	
Livermore Valley Joint Unified School District	64	\$498,478	55	\$229,564	58	\$612,009	177	\$1,340,050	
Mission Valley ROP	1	\$12,500	2	\$848	2	\$1,826	5	\$15,174	
Mountain House Elementary School District	0	\$0	1	\$2,591	0	\$0	1	\$2,591	
New Haven Unified School District	51	\$240,948	65	\$270,296	56	\$358,623	172	\$869,867	
Newark Unified School District	42	\$439,452	37	\$191,909	44	\$199,530	123	\$830,892	
Piedmont Unified School District	8	\$47,283	7	\$29,146	11	\$35,731	26	\$112,160	
Pleasanton Unified School District	61	\$397,636	47	\$470,937	79	\$498,530	187	\$1,367,104	
San Leandro Unified School District	51	\$363,462	45	\$185,887	43	\$213,643	139	\$762,992	
San Lorenzo Unified School District	59	\$605,021	65	\$661,531	72	\$359,176	196	\$1,625,728	
Sunol Glen School District	1	\$1,000	1	\$1,222	0	\$0	2	\$2,222	
Tri Valley Regional Occupational Program	5	\$12,120	1	\$1,806	5	\$2,552	11	\$16,478	
Totals	616	\$5,659,577	582	\$3,932,074	666	\$4,166,910	1,864	\$13,758,560	

General

XV. Information Report for the Fiscal Year End

Laurena Grabert from SETECH presented the Financial Management Informational Report for Fiscal Year Ended June 30, 2014. The following numbers reflect each member's portion of the unfunded liability.

Members	Sub-Total From Page 4d	Program Years										Total
		2002/2013		2013/2014		2013/2014		2013/2014		2013/2014		
		Pro Rata Share %	Net Assets	Pro Rata Share %	Net Assets	Pro Rata Share %	Net Assets	Pro Rata Share %	Net Assets	Pro Rata Share %	Net Assets	
Alameda COPE	\$ (313,619)	2.00	\$ 45,094	2.29	\$ 46,823	--	\$ --	--	\$ --	--	\$ --	(\$ 223,702)
Alameda	(1,262,389)	5.85	126,051	6.71	137,198	--	--	--	--	--	--	(999,140)
Albany	(373,638)	2.41	51,929	2.76	56,433	--	--	--	--	--	--	(265,276)
Castro Valley	(795,124)	5.31	114,416	4.72	96,509	--	--	--	--	--	--	(584,199)
Dublin	(374,484)	3.65	78,647	3.85	78,720	--	--	--	--	--	--	(217,117)
Elden ROP	(181,009)	0.37	7,972	0.28	5,725	--	--	--	--	--	--	(167,372)
Emery	(178,164)	0.67	14,437	0.80	16,357	--	--	--	--	--	--	(147,370)
Fremont	(2,127,625)	28.86	621,852	29.82	609,724	--	--	--	--	--	--	(896,049)
Livermore	(1,116,521)	9.10	196,080	9.31	190,260	--	--	--	--	--	--	(730,081)
Mission ROP	(116,780)	0.39	8,403	0.39	7,974	--	--	--	--	--	--	(100,403)
Mr. House	(8,362)	0.03	646	0.04	818	--	--	--	--	--	--	(6,898)
Newark	(949,418)	4.36	93,946	4.46	91,193	--	--	--	--	--	--	(764,279)
New Haven	(1,670,553)	9.28	199,958	8.18	167,255	--	--	--	--	--	--	(1,303,340)
Piedmont	(554,355)	1.91	41,155	1.90	38,849	--	--	--	--	--	--	(274,351)
Pleasanton	(1,179,526)	9.71	209,223	9.50	194,245	--	--	--	--	--	--	(776,058)
San Leandro	(631,212)	6.13	132,084	5.15	105,301	--	--	--	--	--	--	(393,827)
San Lorenzo	(1,870,711)	9.42	202,975	9.22	188,520	--	--	--	--	--	--	(1,479,216)
Samol Glen	(90,362)	0.13	2,801	0.13	2,658	--	--	--	--	--	--	(24,913)
Tri Valley ROP	(45,771)	0.42	9,051	0.49	10,019	--	--	--	--	--	--	(26,701)
Pleasanton Apprentice												
Totals:	(13,579,683)	100.00	\$ 2,154,720	100.00	\$ 2,044,681							\$ (9,380,282)

XVI. Second Quarter Financial Report

Laurena Grabert from SETECH presented the 2014/2015 Second Quarter Financial Report.

Alameda County Schools Insurance Group (ACSIG)
Treasurer's Report- Statement of Net Position
Consolidated
As of 06/30/2014 and 12/31/2014

	Audited As of 06/30/2014	Activity 07/01/2013 - 12/31/2014	Unaudited As of 12/31/2014
Assets:			
Current Assets			
Workers Compensation	\$ 5,777,645	1,055,603	\$ 6,833,248
Dental	4,274,869	(983,787)	3,291,082
Vision	981,887	(128,350)	853,537
Property and Liability	733,370	167,210	900,580
Operations	423,786	(72,876)	350,910
Cash and Cash Equivalents	<u>\$ 12,191,557</u>	<u>37,800</u>	<u>\$ 12,229,357</u>
Investments Morgan Stanley - current	761,402	(614,202)	147,200
Accounts Receivable	6,023,869	179,212	6,203,081
Prepaid Expense	--	--	--
Interfund Receivable/(payable) (1)	--	--	--
Subtotal Current Assets	<u>18,976,828</u>	<u>(397,190)</u>	<u>18,579,638</u>
Noncurrent Assets			
Investments @ FMV - Morgan Stanley (3)	14,664,893	832,997	15,497,890
Capital - Equipment, net of depreciation	4,739	(3)	4,736
	<u>14,669,632</u>	<u>832,994</u>	<u>15,502,626</u>
Total Assets	<u>\$ 33,646,460</u>	<u>\$ 435,804</u>	<u>\$ 34,082,264</u>
Liabilities:			
Current Liabilities			
Accounts Payable	\$ 2,526,347	\$ 1,755,793	\$ 4,282,140
Prefunding deposits (2)	3,116,431	--	3,116,431
Advance Contributions	--	--	--
Current Portion of claims and claim adjustment	4,080,459	(647,302)	3,433,157
Subtotal Current Liabilities	<u>9,723,237</u>	<u>1,108,491</u>	<u>10,831,728</u>
Noncurrent Liabilities			
Unpaid claims and claim adjustment expenses less current	22,841,074	(1,921,726)	20,919,348
Unallocated Loss Adjustment Expense (ULAE)	1,274,819	285,000	1,559,819
Subtotal Claim Liabilities	<u>24,115,893</u>	<u>(1,636,726)</u>	<u>22,479,167</u>
Total Liabilities	<u>\$ 33,839,130</u>	<u>\$ (528,235)</u>	<u>\$ 33,310,895</u>
Net Position:			
Undesignated Net Position - Net Assets/(Deficit)	(197,409)	964,042	766,633
Designated - Capital Assets	4,739	(3)	4,736
Total Net Position	<u>\$ (192,670)</u>	<u>\$ 964,039</u>	<u>\$ 771,369</u>
Total Liabilities and Ending Net Position	<u>\$ 33,646,460</u>	<u>\$ 435,804</u>	<u>\$ 34,082,264</u>

Footnote:

- (1) Interfund transfers net to zero on consolidated financial statements. This is an internal function used to transfer or allocate expense and income from one program to another without transfer of cash.
- (2) Estimated six weeks of dental claims funded by each member to maintain positive cash flow.
- (3) Morgan Stanley Smith Barney Investment shown at Fair Market Value, accrued interest shown as accounts receivable.

It was moved by Raul Parungao and seconded by Candi Clark to approve the Second Quarter Financial Report for the Full Board.

Ayes: Clark, Kinder and Parungao

Nays: None

Abstain: None

XVII. Second Quarter Investment Report

Cary Allison from Morgan Stanley presented the 2014/15 Third Quarter Investment Report.

Please find attached your most recent portfolio summary. I certify that your portfolio is in complete compliance with California government code sections 53600 and 53601 as well as your current investment policy statement as of the date of this report.

Change in Value and Dollar Weighted Return % (Net of fees)

Date of Report	12/31/14
Inception date	07/12/10
Beginning Total Value	\$9,999,850.00
Net Contributions/Withdrawals	\$5,033,025.75
Appreciation + Income	\$756,482.16
Total Ending Value	\$15,789,357.91
Current Quarter	0.37%
Year to Date	1.02%
Since Inception (annualized % per year)	1.24%

Historical Time Weighted Return % (Net of fees)

Last 3 Years (annualized % per year)	1.14%
Last 5 Years (annualized % per year)	-
Year 2010	0.29%
Year 2011	1.91%
Year 2012	2.44%
Year 2013	-0.03%
Year 2014	1.01%
Corporate bonds as percentage of portfolio	28.87%

It was moved by Raul Parungao and seconded by Candi Clark to approve the Second Quarter Investment Report for the Full Board.

Ayes: Clark, Kinder and Parungao

Nays: None

Abstain: None

XVIII. 2015/2016 Budget

The Executive Director reviewed the tentative 2015/16 Budget. The budget was developed using year-to-date 2014/15 data and preliminary estimates for the 2015/16 rates and costs.

**Alameda County Schools Insurance Group (ACSIG)
Consolidated
2015/2016 Budget**

	Budget		Change in		2015/2016 Budget	2014/2015 Budget
	2015/2016	Allocations	Accruals			
Audited - Beginning Net Position, as of 07/01/2014					\$ (4,999,807)	
Beginning Cash	\$ 19,084,086				\$ (4,999,807)	\$ (2,782,409)
Operating Revenue:						
Premiums Paid by Members	\$ 135,930,589	\$ (24,266)	\$ (24,266)	\$ 135,913,978	\$ 135,913,978	\$ 128,003,769
Total Operating Revenue	135,930,589	(24,266)	(24,266)	135,913,978	135,913,978	128,003,769
Operating Expenditures:						
Classified Salaries	557,114	4,388	(13,214)	548,288	221,043	169,000
Statutory Benefits	122,923	6,182	(4,871)	124,234	78,846	58,617
Health & Welfare	55,011	10,065	(726)	64,350	39,900	20,992
Employee Tax Expense	109,852	(2,805)	--	107,048	67,938	57,561
Telephone & Internet	17,667	(7,167)	--	10,500	10,500	8,000
Supplies Office	18,403	--	(219)	18,184	10,500	20,000
Supplies - Other	12,441	--	--	12,441	10,500	5,500
Eligibility Processing	185,808	--	--	185,808	185,808	180,000
Brokerage Fees-Dental-ACSIG	284,000	--	--	284,000	284,000	258,000
Brokerage Fees-Dental-MD	276,000	--	--	276,000	276,000	183,600
Travel and Conferences	20,525	--	(825)	19,500	19,500	15,000
Mileage	11,974	(4,624)	--	7,350	7,350	7,000
Dues & Memberships	1,685	(385)	--	1,300	1,300	1,000
Postage & Meter	6,616	(3,866)	--	2,750	2,750	5,000
Insurance Expense-PIPS&NCR	21,036,983	--	--	21,036,983	21,036,983	19,323,300
PIPS payroll adjustment				500,000	500,000	
Utility - Operating-Rent	81,152	(54,215)	711	27,648	27,648	25,000
Advertising	2,100	--	--	2,100	2,100	--
Contract Services	19,025	--	--	19,025	19,025	12,500
Contract Services -PI-Invostigation	--	--	--	--	--	--
Contract Services-PI-Legal	10,000	--	--	10,000	10,000	6,000
Audit Fees	28,850	(12,500)	--	16,350	16,350	15,000
Orbee Services/Operating Expenses	20,600	(9,471)	(4,000)	7,125	7,125	10,000
Capital Equipment/Depreciation	16,031	1	593	16,625	5,250	7,500
Repairs & Maintenance	5,250	--	--	5,250	5,250	2,000
Legal	5,250	--	--	5,250	5,250	2,000
Accounting Services	19,000	--	6,500	25,500	15,750	13,000
County Courier	3,675	--	--	3,675	3,675	2,500
Shredding	2,100	--	--	2,100	2,100	1,500
Copier & Scanner	15,000	--	--	15,000	15,000	10,000
Claims Administration Services	193,429	--	--	193,429	193,429	194,000
Self-Insurance Fee	246,609	--	--	246,609	246,609	280,000
Claims Paid-WC	4,000,000	--	--	4,000,000	4,000,000	3,100,000
Claims Paid-PL	100,000	--	--	100,000	100,000	75,000
Physical Abilities Testing	22,500	--	--	22,500	22,500	5,000
Training	5,000	--	--	5,000	5,000	10,000
First-Aid Program	25,000	--	--	25,000	25,000	15,000
Food Service Training	10,000	--	--	10,000	10,000	10,000
Special Ed Training	10,000	--	--	10,000	10,000	20,000
Bank Charge & WC Penalty Reimb	--	--	--	--	--	12,000
Cobra Premiums	235,000	--	--	235,000	235,000	240,000
Dental Insurance Premiums	106,652,000	--	--	106,652,000	106,652,000	103,400,000
Vision Insurance Premiums	2,550,000	--	--	2,550,000	2,550,000	2,044,000
Claim Development Expense	(3,000,000)	--	--	(3,000,000)	(3,000,000)	(2,810,000)
Prior Year Adjustment	--	--	--	--	--	--
Total Operating Expenditures	133,794,374	(74,396)	(16,051)	134,203,923	133,936,080	127,014,570
Net Increase/(Decrease) from Operations	2,136,215	50,130	(8,215)	1,710,055	1,977,898	989,199
Non Operating Income/(Expense)						
Interest Income	218,285	--	--	218,285	239,500	265,750
Change in FMV	--	--	--	--	--	--
Realized Gain/(Loss)	--	--	--	--	--	--
Net, Interfund Transfer	505,724	--	(505,724)	--	--	33,450
Total Non Operating Income/(Expense)	724,008	--	(505,724)	218,285	239,500	299,200
Ending Cash	\$ 22,864,309	50,130				
Net Increase/(Decrease) in Net Position		\$ 50,130	\$ (513,939)	1,928,340	\$ 2,217,398	\$ 1,288,399

It was moved by Candi Clark and seconded by Raul Parungao to approve the tentative budget.

Ayes: Clark, Kinder and Parungao

Nays: None

Abstain: None

XIX. PLCA Contract

The Executive Director and Ron Martin from Keenan & Associates presented the 2015/16 PLCA contract renewal for Keenan & Associates to continue handling all Property & Liability Claims for ACSIG under NCR's \$25,000 mark. A fee increase is not proposed, but the 3-year contract gives Keenan & Associates the option to revisit on a yearly basis.

It was moved by Raul Parungao and seconded by Candi Clark to approve the PLCA contract.

Ayes: Clark, Kinder and Parungao

Nays: None

Abstain: None

XX. NCR Update

Ron Martin from Keenan & Associates updated the Executive Committee on the status of the Mandatory Reporting Training. He informed the Committee that the Gatto bill has passed and this will require all new hires (as of January 1, 2015) to be trained in Mandatory Reporting within the first 6 weeks of reporting to their job. The state is providing a 90-minute to 3-hour internet training course. To provide a more time conscious alternative, Keenan & Associates has developed a state approved 32-minute course. Once the employee completes the course, they will receive a certificate, which they must then print and turn into their employer. Districts must also fill out a form for the state declaring that they will not use the state training course. All employees must have completed their training at the start of the new school year.

Keenan & Associates is working closely with the NCR HR Advisory Committee to help promote April as Child Abuse Prevention month. They will have a presence at the CASBO conference and will be sending districts buttons and flyers. If a member would like additional supplies they may contact Tara Salaiz or Kyle McKibbon.

XXI. CAJPA Fall Conference

The date for the 2015 CAJPA Fall Conference will be September 15-18, 2105 in South Lake Tahoe. All Executive Committee Members and new Board Members are invited to attend.

XXII. Executive Director Quarterly Goals and Objectives

The Executive Director updated the Executive Committee on the progress of her Quarterly Goals and Objectives.

XXIII. Executive Committee Vacancies

The Executive Director informed the Executive Committee of the current vacancies (4) and expiring terms (2). She asked if either of the current members with expiring terms would be willing to serve another term. Both Raul Parungao and Candi Clark have volunteered to do so. The Full Board will be asked for volunteers to run for the four vacancies and will vote on May 21, 2015.

XXIV. Service Team Vacancies

The Executive Director informed the Committee of the recent departure of Chris Stout, Loss Control and Arcenio Reyes, Claims Analyst from the Service Team.

XXV. Future Planning

None

XXVI. Adjournment