

**North Bay Schools Insurance Authority  
Board of Directors Meeting  
June 15, 2016**

**MINUTES**

**CALL TO ORDER**      The meeting was called to order at 12:05 p.m. by President Rahill.

**ATTENDANCE**      Those in attendance were:  
Tim Rahill, Benicia Unified School District  
Bruce Colby, Davis Joint Unified School District  
John Calise, Dixon Unified School District  
Wade Roach, Napa Valley Unified School District  
Joshua Schultz, Napa County Office of Education  
Tommy Welch, Solano County Office of Education  
Cecile Nunley, Vallejo City Unified School District (left 1:28 PM)

Staff and Guests:  
Jamie Metcalf, Travis Unified School District (arrived 12:10 PM)  
Michelle Henson, Fairfield-Suisun Unified School District (arrived 12:15 PM)  
Jan DeGracia, NBSIA  
Janet Selby, NBSIA  
Colleen Abney, NBSIA  
Ken Hearnberger, NBSIA  
Suzanne Dillman, NBSIA  
Kami Liñan, NBSIA  
Jo Ann Nelson, NBSIA

Absent:  
Rob Martinez, Fairfield-Suisun Unified School District  
Yulian Ligosio, Solano Community College  
Ken Forrest, Travis Unified School District  
Deo Persaud, Vacaville Unified School District

**APPROVAL OF AGENDA**

Motion was made by Welch and seconded by Colby to approve as presented: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

**REPORTS TO BOARD**

Public Comments:      None.

Presentation of Property/Liability Excess Renewal:

James Wilkey, Senior Vice President, Wells Fargo Insurance Services discussed the current state of the excess market and renewals for the Property/Liability Programs.

Wilkey noted that the Property environment has been stable with flat rates and he did not see a lot of changes in the near future. Traveler's has held their rates flat for the past four years.

Liability is generally stable for all but the CA public schools. This was not a standard renewal year. Excess carriers expressed concern over increases in certain types of claims. Wells Fargo looked at 16 insurers. Some declined to quote. Those that did offered lower coverage limits, higher self-insured retentions (SIRs) and higher premiums. BASIC decided on Great American Insurance Group as primary, with an increase in the SIR to \$500,000.

Genesis, Hallmark Specialty, and National Casualty are the secondary carriers, with the same total coverage limit as before.

Members can expect the Liability market to be unstable for the next few years.

## **BOARD MEMBER REPORTS AND COLLABORATION**

Colby announced that Davis Jt. USD will have a new Superintendent, Dr. John Bowes.

## **COMMUNICATIONS AND EXECUTIVE DIRECTOR'S REPORT**

Selby updated the Board on renewals with Patricia Eyres for employment practices legal support (no increase) and Eric Mower and Associates for crisis communications (reduced fee). NBSIA will be working with Eric Mower on the development of a Crisis Toolkit.

NBSIA was presented with the 2016 Outstanding Contributor Award by Community Matters, based on our commitment to empowering youth and adults through the Safe School Ambassadors program.

Future Point of View will be out on July 6, 2016 to present their recommendations from the Technology Strategy Assessment. On August 25, 2016, they will conduct a workshop at NBSIA regarding the role of technology in overall organizational strategy.

With this being Jan DeGracia's last board meeting, Selby expressed her gratitude to Ms. DeGracia and reminded everyone to join in a retirement celebration to be held at the NBSIA office.

## **ACTION ITEMS**

Approval of Consent Calendar:

Motion to accept the minutes of the April 20, 2016 Board Meeting, CAJPA Accreditation Report, Employment Contract: Executive Director, 2016 Strategic Planning Report and Action Plan, and the Quarterly Financial Statements at March 31, 2016 was made by Roach, seconded by Nunley, and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

## **Property/Liability Program**

2016/17 Rates and Contribution Spreadsheet

Selby reviewed the 2016/2017 proposed Property/Liability rates with and without the use of the rate stabilization fund. This fund is designed to be used in situations like we have now, where premiums increase significantly.

Motion to approve the proposed 2016/2017 Property/Liability rates with the use of 50% of the rate stabilization fund was made by Welch, seconded by Schultz and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

Memorandum of Liability Coverage

Selby reviewed the proposed changes to the Memorandum. She noted that all BASIC members will be required to use the same form, so coverage issues that are unique to NBSIA will be added by endorsement.

Motion to adopt the Memorandum of Liability Coverage effective July 1, 2016 was made by Schultz, seconded by Welch and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

## **Vision Program**

### 2016/17 Proposed Rates

Selby noted that there is no change in rates for 2016/17 for the participants in this program: Fairfield-Suisun USD, Solano COE, Vacaville USD, and NBSIA staff.

Motion to approve the proposed rates for 2016/17 was made by Welch, seconded by Colby and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

## **Finance/Operations**

### 2016/17 Preliminary Annual Budget

Hearnberger presented an overview of the 2016/2017 Preliminary Budget. Key assumptions include a 1% salary increase, a 32% increase in Property/Liability premium, and several staffing changes including an internal promotion, two additional staff to fill open or new positions, and elimination of the Assistant Executive Director position due to DeGracia's retirement and promotion of Selby to the Executive Director position.

Motion to approve the 2016/17 Preliminary Annual Budget and allocation of \$25,000 from workers' comp program equity to fund the Shoes for Crews program through 2016-17 was made by Welch, seconded by Nunley and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

### 2016/17 Board and Executive Committee Meeting Schedule

Selby presented the proposed schedule, noting that she just became aware of a conflict for the April 12, 2017 Board meeting. She proposed that the meeting move to April 19, 2017 and that the Executive Committee then move to April 26, 2017.

Motion to accept the 2016/17 Board and Executive Committee Meeting Schedule with the proposed changes was made by Nunley, seconded by Welch and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

### Election of 2016/17 Officers

Selby opened the nominations and announced that Rahill, Roach, Colby and Nunley had met the two-year requirement of service on the Executive Committee to be Board President, as stated in NBSIA Bylaws.

Rahill stated he would like to stay on as Board President to help Selby in her first year as Executive Director. Roach announced that he was stepping off the Executive Committee due to district obligations but would remain on the Board. Nunley would like to continue on Executive Committee. Colby was willing to stay on or give someone else the opportunity to gain experience. The Board discussed its desire to bring new members on to Executive Committee in order to give them experience and increase capacity.

Rahill put forth the slate of himself as President, Welch as Vice President, Nunley as Auditor, and Michelle Henson as Member at Large.

Motion to accept the 2016/17 officers as recommended by Rahill, was made by Schultz, seconded by Colby and approved as follows: Ayes: Rahill, Colby, Calise, Roach, Schultz, Welch, Nunley; Noes: none; Abstained: none.

Selby announced and congratulated the slate of officers for 2016/17:

President	Tim Rahill
Vice President	Tommy Welch
Auditor	Cecile Nunley

