

MINUTES

**SANTA BARBARA COUNTY
SCHOOLS SELF-INSURANCE PROGRAM
FOR EMPLOYEES**

May 11, 2020

Conference Call Number: (805) 342-2071

I. Call to Order

The meeting was called to order by Vice President, Debbie Breck at 9:35 a.m.

The following members were present:

Member or

Name

District

Alternate The following members were

present via teleconference:

Eric Smith

Allan Hancock Joint CC

District

MDanielle

Spahn

Buellton Union School

District

A Debbie

Breck

SB County Education

Office

M

Kim Hernandez

SB

SELPA

A Reese

Thompson

Santa Maria Joint Union School

District

MAraceli

Vasquez

SB County Education

Office

A Anthony

Ranii

Montecito Union School

District

M Virginia

Alvarez

Montecito Union School

District

A Stephanie

Gardner

Goleta Union School

District

A

**Stephanie
Gardner - Aye
Kim Hernandez
- Aye Danielle
Spahn - Aye
Anthony Ranii –
Aye**

VI. Approval of Warrants

Araceli Vasquez presented the Commercial Warrant Report for the period March 19, 2020 to May 7, 2020 totaling \$10,719,853.31. Of interest for this period were the claim payments of \$157,913.50, \$138,261.95, and \$59,462.88 and the retrospective premium rebate of \$10,000,000. A motion was made by Anthony Ranii and seconded by Eric Smith to approve the fund warrants in the amount of \$10,719,853.31 which was unanimously carried.

Vote:

**Debbie Breck
– Aye
Virginia
Alvarez - Aye
Eric Smith -
Aye Reese
Thompson -
Aye
Stephanie
Gardner - Aye
Kim Hernandez
- Aye Danielle
Spahn - Aye
Anthony Ranii -
Aye**

VII. Actuarial Proposal

Debbie Breck presented the proposal for actuarial services from Perr & Knight. She mentioned that the proposal includes options for the presentation made by the firm given the uncertainty surrounding COVID-19 and the ability to hold in-person Board meetings next year.

A motion was made by Eric Smith and seconded by Reese Thompson to accept the Perr & Knight proposal. The motion was carried unanimously.

Vote:

**Debbie Breck
– Aye
Virginia
Alvarez - Aye
Eric Smith -
Aye Reese
Thompson -
Aye
Stephanie
Gardner - Aye
Kim Hernandez
- Aye Danielle
Spahn - Aye
Anthony Ranii -
Aye**

VIII. Meeting Schedule and Locations

A discussion took regarding the dates, times and location of the SB SIPE meetings for 2020-21. The dates of the meetings are as follows: September 21, 2020, November 16, 2020, January 25, 2021, March 15, 2021, and May 10, 2021. The November and March meetings will be held at the Santa Ynez Valley Union High School District.

A motion was made by Kim Hernandez and seconded by Eric Smith to hold the South County meetings in November and March in Santa Ynez and the dates as outlined above and unanimously carried.

Vote:

**Debbie Breck
– Aye
Virginia
Alvarez - Aye
Eric Smith -
Aye Reese**

**Thompson -
Aye
Stephanie
Gardner - Aye
Kim Hernandez
- Aye Danielle
Spahn - Aye
Anthony Ranii –
Aye**

IX. Administrative Services Contract

A contract for administrative services provided by Risk Program

Administrators for the SB SIPE JPA was presented by Debbie Breck. Cindy LaMantia and Beth Lyons of Risk Program Administrators were were both in attendance via phone and thanked the board for selecting their firm. They stated that they were looking forward to familiarizing themselves with the SB SIPE JPA and working with SIPE. The Board approved the contract on a motion by Reese Thompson and seconded by Eric Smith. The motion was carried unanimously.

Vote:

**Debbie Breck
– Aye
Virginia
Alvarez - Aye
Eric Smith -
Aye Reese
Thompson -
Aye
Stephanie
Gardner - Aye
Kim Hernandez
- Aye Danielle
Spahn - Aye
Anthony Ranii -
Aye**

X. Report by Claims Administrator

Bruce White presented his report to the Board. There are currently 374 open claims of which 51 are litigated. He stated that SB SIPE was on track to have their worst year since 2005-06 as far as claim frequency as of the beginning of March. Due to the closure of schools related to the COVID-19 pandemic however we only saw two claims in March and one in April. Bruce explained that claims are not something that would simply be deferred so they would not show up at a later date. Some medical services, though, have been deferred due to COVID-19. There have been no COVID-19 related claims that have come into the office at this point but will be watching that as employees come back to work. There were two pending legislative bills, AB 664 and SB 1159, that Bruce reported on that could affect COVID-19 related claims. Both Bruce and Angela Hatley from Alliant Insurance Services are watching these bills very closely.

XI. Report by Loss Control Manager

Keith Cox presented his report outlining his activities over the last five months. Keith discussed surface disinfectants and the requirement for users to go through Department of Pesticide Management training. He also discussed the need for guidance on what personal protective equipment will be required for employees and the current limited supply of the PPE. While attending the PARMA conference earlier in the year, Keith obtain the name and contact information of several attorneys who specialize in workers' compensation and will forward that information to Debbie Breck

XII. Items for Next Agenda

The next meeting is now scheduled for Monday, September 21, 2020 at the North County Board Room. In addition to the usual items, Perr & Knight will present their draft copy of the actuarial report and our new administrator, Beth Lyons from Risk Program Administrators will officially join our team and participate in the meeting. Reese Thompson asked that a discussion item regarding training opportunities be added to the September agenda.

XIII. Adjournment

There being no further business to discuss, the meeting was adjourned at 10:35 a.m. on a motion made by Kim Hernandez, seconded by

Virginia Alvarez and passed unanimously.

Vote:

Debbie Breck

- Aye

Virginia

Alvarez - Aye

Eric Smith -

Aye Reese

Thompson -

Aye

Stephanie

Gardner - Aye

Kim Hernandez

- Aye Danielle

Spahn - Aye

Anthony Ranii -

Aye