



**SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING MINUTES
CAMPBELL, CALIFORNIA
June 16, 2016**

MEMBERS PRESENT

James Crawford, President, Campbell Union School District
Nelly Yang, Vice President, Evergreen School District
Mark Allgire, Treasurer, Santa Clara Unified School District
Barbara Coats, Secretary, Santa Clara County Office of Education

MEMBERS ABSENT

Phuong Le, Member at Large, Berryessa Union School District

GUESTS & CONSULTANTS

Matt Gowan, Alliant Insurance Services
Joan Crossley, Alliant Insurance Services

A. CALL TO ORDER

The meeting was called to order at 9:01 a.m.

B. ROLL CALL

The above-mentioned members were present constituting a quorum.

C. APPROVAL OF AGENDA

A motion was made to approve the agenda as presented.

MOTION: Barbara Coats	SECOND: Nelly Yang	MOTION CARRIED
AYES: 4	NOES: 0	ABSENT: 1
	ABSTAIN: 0	

AYES: Crawford, Yang, Allgire, Coats
NAYS: None
ABSENT: Le

D. PUBLIC COMMENT

There were no comments from the public.

E. CONSENT CALENDAR

- 1. Executive Committee Meeting Minutes – May 5, 2016**
- 2. Executive Committee Teleconference Minutes – June 2, 2016**

A motion was made to approve the items on the Consent Calendar as presented.

MOTION: Barbara Coats	SECOND: Nelly Yang	MOTION CARRIED
AYES: 4	NOES: 0	ABSENT: 1
	ABSTAIN: 0	



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AYES: Crawford, Yang, Allgire, Coats
NAYS: None
ABSENT: Le

F. GENERAL ADMINISTRATION

1. Executive Committee Meeting Dates for Fiscal Year 2016 – 2017

Mr. Matt Gowan stated that the Executive Committee needs to schedule meeting dates for fiscal year 2016-2017. The Executive Committee reviewed the following meeting dates prepared by staff:

- October 6, 2016
- December 1, 2016
- March 2, 2017
- May 4, 2017
- June 15, 2017

A motion was made to adopt the schedule of meeting dates as presented.

MOTION: Nelly Yang **SECOND:** Barbara Coats **MOTION CARRIED**
AYES: 4 **NOES:** 0 **ABSTAIN:** 0 **ABSENT:** 1

AYES: Crawford, Yang, Allgire, Coats
NAYS: None
ABSENT: Le

2. Review of Board Agenda Items

Mr. Gowan said representatives from RSM US, the cyber security audit firm, will make a presentation at the Board meeting. Mr. Gowan noted the cyber security audit reports were emailed to the JPA members in April.

Mr. Gowan said he will go through the insurance renewal items and the budget with the Board. Mr. Gowan noted the Liability market is hard and some public entities are seeing premium increases of 50%. The JPA is renewing its Excess Liability insurance with CSAC EIA and SELF. The CSAC EIA premium increased by only 2.5% and the SELF premium increased by 22.5%. However, the Property market is soft and the Property premium has decreased by 9.9%. Mr. Gowan noted that the Executive Committee approved increasing the Crime insurance limit from \$1 million to \$3 million effective July 1, 2016.

The Executive Committee previously reviewed the accounting contract and administration contract and will recommend approval to the Board. Mr. Gowan said Tracey Smith-Reed is leaving Gilbert Associates and will no longer be the JPA's accountant. Gilbert Associates has already hired a replacement and is training her on the JPA's account. Mr. Kevin Wong from Gilbert Associates is attending the Board meeting.



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G. COMMENTS FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

ADJOURNMENT

The meeting was adjourned at 9:40 a.m.

Reviewed and Approved by: Barbara J. Coats

Date: October 6, 2016