SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
MOUNTAIN VIEW, CA
December 16, 2025

MEMBERS PRESENT
Mike Mathiesen, President, Mountain View-Los Altos Union High School District
Rebecca Westover, Treasurer, Mountain View Whisman School District
Victoria Knutson, Secretary, Evergreen School District
Jimmy Tran, Alternate, Berryessa Union School District
Lirio Visitacion, Alternate, Campbell Union School District
Patrick Bernhardt, Los Gatos-Saratoga Union High School District
Stephanie Gomez, Santa Clara County Office of Education

MEMBERS ABSENT
Mark Schiel, Vice President, Santa Clara Unified School District
Steve Burrell, Lakeside Joint School District
Wendy Zhang, Metropolitan Education School District

GUESTS & CONSULTANTS
Matt Gowan, Alliant Insurance Services
Joan Crossley, Alliant Insurance Services
Beth Parker, Dyna Scan Technical Services
Kim Santin, James Marta & Company
Suzie Spencer, Carl Warren & Company

A. CALL TO ORDER

The meeting was called to order at 10:05 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.

MOTION: Victoria Knutson **SECOND:** Lirio Visitacion **MOTION CARRIED**
AYES: 6 **NOES: 0** **ABSTAIN: 0** **ABSENT: 4**

AYES: Mathiesen, Westover, Knutson, Visitacion, Bernhardt, Gomez
NAYS: None
ABSENT: Schiel, Burrell, Zhang

D. PUBLIC COMMENT

There were no public comments.

E. CONSENT CALENDAR

1. Board of Directors Meeting Minutes – June 18, 2025

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

MOTION: Rebecca Westover **SECOND**: Stephanie Gomez **MOTION CARRIED**
AYES: 6 **NOES: 0** **ABSTAIN: 0** **ABSENT: 4**

AYES: Mathiesen, Westover, Knutson, Visitacion, Bernhardt, Gomez
NAYS: None
ABSENT: Schiel, Burrell, Zhang

Mr. Jimmy Tran arrived at 10:12 a.m.

F. FINANCIAL

1. Audited Financial Report as of June 30, 2025

Ms. Kim Santin of James Marta & Company presented the audited financial report as of June 30, 2025. Ms. Santin advised the JPA received an unmodified opinion, which is the best opinion that can be provided. The net position increased by $893,394 from the prior year bringing the net position to $7,218,548. Claim liabilities increased by $417,169. Total expenses increased by $2,842,167 and total assets increased by $1,310,563.

A motion was made to accept the Audited Financial Report as of June 30, 2025.

MOTION: Stephanie Gomez **SECOND**: Victoria Knutson **MOTION CARRIED**
AYES: 7 **NOES: 0** **ABSTAIN: 0** **ABSENT: 3**

AYES: Mathiesen, Westover, Knutson, Tran, Visitacion, Bernhardt, Gomez
NAYS: None
ABSENT: Schiel, Burrell, Zhang

G. LOSS CONTROL

1. Infrared Inspections

Ms. Beth Parker of Dyna Scan Technical Services presented a summary of the results of the infrared inspections performed to date. Inspections at 113 sites have been completed and only 23 sites remain. The inspections will be complete by January 2026. Ms. Parker presented a breakdown of electrical defects ranging from critical to minor. Only a small percentage were critical and the JPA members were notified immediately when a critical defect was found. Ms. Parker also presented a breakdown of visual defects such as missing breaker slot covers, excessive dust or debris, items blocking equipment, and broken locks or latches.

H. CLAIMS

1. Claims Stewardship Report

Ms. Suzie Spencer of Carl Warren & Company presented a claims stewardship report for the JPA. The report presents an overview of claims for the last ten years. The top cause of loss by severity is discrimination followed by wrongful termination. The top cause of loss by frequency is miscellaneous student injuries followed by auto collision. The average 10 year closing ratio for claims is 87%. The litigation rate is 11% which is average. Ms. Spencer said additional items can be added to the report upon the JPA's request.

I. GENERAL ADMINISTRATION

1. Target Surplus Funding Analysis as of June 30, 2025

Mr. Matt Gowan stated the JPA established a minimum surplus requirement of $2.5 million which is five times the JPA's Property SIR of $500,000. As of June 30, 2025, the JPA's net position is $7,218,548. Mr. Gowan said the JPA is well above the target surplus minimum requirement due to funding at 90% confidence level for the past three years. The JPA changed its confidence level to 80% effective July 1, 2025 due to the increase in the net position over the past three years. Mr. Mike Mathiesen commented the JPA had been below its target surplus for several years which is why the confidence level was increased to 90% three years ago.

2. Insurance Market Update

Mr. Gowan provided a brief overview of the insurance market. The Property market has softened. Last year the JPA's property rate decreased by 20% and the rate is expected to decrease again this year. The Liability market remains hard largely due to molestation claims and social inflation. There will most likely be an inflationary increase on the Cyber insurance.

J. COMMENTS FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

ADJOURNMENT

The meeting was adjourned at 11:40 a.m.

Reviewed and Approved by: M Mathiesen

Date: 07/27/2026

Approved 6/18/26