



**SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING MINUTES
ZOOM TELECONFERENCE MEETING
October 17, 2024**

MEMBERS PRESENT

Mike Mathiesen, President, Mountain View-Los Altos Union High School District
Mark Schiel, Vice President, Santa Clara Unified School District
Erik Walukiewicz, Secretary, Los Altos School District

MEMBERS ABSENT

Rebecca Westover, Treasurer, Mountain View Whisman School District
Dorothy Reconose, Member at Large, Milpitas Unified School District

GUESTS & CONSULTANTS

Matt Gowan, Alliant Insurance Services
Joan Crossley, Alliant Insurance Services
Eric Bengtson, Davis Bengtson & Young

A. CALL TO ORDER

The meeting was called to order at 9:31 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: Erik Walukiewicz SECOND: Mark Schiel MOTION CARRIED

AYES: 3 NOES: 0 ABSTAIN: 0 ABSENT: 2

AYES: Mathiesen, Schiel, Walukiewicz

NAYS: None

ABSENT: Westover, Reconose

D. PUBLIC COMMENT

There were no comments from the public.

E. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.95

1. Caserta v. Santa Clara Unified School District

The Executive Committee entered closed session at 9:32 a.m. The Executive Committee returned from closed session at 9:44 a.m.



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AYES: Mathiesen, Schiel, Walukiewicz
NAYS: None
ABSENT: Westover, Reconose

F. PRESIDENT’S REPORT ON ACTION FROM CLOSED SESSION

Mr. Mike Mathiesen reported that action was taken to approve settlement on the closed session item.

G. CONSENT CALENDAR

1. Executive Committee Meeting Minutes – June 20, 2024
2. Unaudited Financial Report for Quarter Ending June 30, 2024
3. Investment Report for Quarter Ending June 30, 2024

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

MOTION: Mark Schiel SECOND: Erik Walukiewicz MOTION CARRIED

AYES: 3 NOES: 0 ABSTAIN: 0 ABSENT: 2

AYES: Mathiesen, Schiel, Walukiewicz
NAYS: None
ABSENT: Westover, Reconose

H. FINANCIAL

1. Property Settlement Authority Request for Santa Clara Unified School District

Mr. Matt Gowan said tools and equipment were stolen from 12 maintenance vans in the transportation yard. There is no subrogation potential as no suspects were identified.

A motion was made to authorize payment of \$57,567.84.

MOTION: Mark Schiel SECOND: Erik Walukiewicz MOTION CARRIED

AYES: 3 NOES: 0 ABSTAIN: 0 ABSENT: 2

AYES: Mathiesen, Schiel, Walukiewicz
NAYS: None
ABSENT: Westover, Reconose



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I. GENERAL ADMINISTRATION

1. Five Year Loss Control Plan – Year 3

Mr. Gowan said the JPA has a five year loss control plan. The loss control item scheduled to be completed this year is fire/electrical inspection including infrared testing for hot spots. Mr. Gowan commented the last RFP issued for infrared testing garnered a strong response with six firms providing proposals. After discussion, the Executive Committee said staff should issue a RFP for fire/electrical inspection including infrared testing for hot spots.

2. Accounting Contract with Gilbert Associates, Inc.

Mr. Gowan said the current accounting contract with Gilbert Associates expires on June 30, 2025, but the contract contains an option to extend for two years. The current annual fee is \$37,000. If the contract is extended, the 25-26 annual fee is \$38,000 and the 26-27 annual fee is \$39,000. After discussion, the Executive Committee said the contract should be extended for two years.

3. JPA Planning

Mr. Gowan said he is seeking input from the Executive Committee on coverage and service options. Historically the JPA has been fiscally conservative and has provided broad insurance coverage. Mr. Gowan said premium savings may be available by having a sexual abuse and molestation corridor deductible or having an aggregate limit on General Liability which the JPA currently doesn't have. Mr. Gowan noted the risks of making these changes would also need to be considered.

Currently all members have \$10,000 Liability deductible and \$10,000 Property deductible. Mr. Gowan said deductible options can be provided where members can choose higher deductibles such as \$25,000 if they wish.

The JPA can also consider creating a loss control fund. Funds would be set aside for members to use on loss control projects or preventive maintenance projects. The JPA currently has a good net position so possibly the fund can be created from surplus funds or a line item can be created in the budget and all members would contribute a portion.

The Executive Committee commented they like the member deductible options and loss control fund. Insurance options should only be considered if they provide significant premium savings.

J. COMMENTS FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

ADJOURNMENT

The meeting was adjourned at 10:29 a.m.



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Reviewed and Approved by: *Erik Walukiswicz*

Date: 12/12/2024