



**SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY  
EXECUTIVE COMMITTEE MEETING MINUTES  
ZOOM MEETING  
May 9, 2024**

**MEMBERS PRESENT**

Mike Mathiesen, President, Mountain View-Los Altos Union High School District  
Mark Schiel, Vice President, Santa Clara Unified School District  
Rebecca Westover, Treasurer/Secretary, Mountain View Whisman School District

**MEMBERS ABSENT**

Wendy Zhang, Member at Large, Milpitas Unified 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 9:34 a.m.

**B. ROLL CALL**

The above-mentioned members were present constituting a quorum.

**C. APPROVAL OF AGENDA**

**A motion was made to move item F.3 KYND Cyber Security Services to item F.2.**

**MOTION:** Mark Schiel                      **SECOND:** Rebecca Westover      **MOTION CARRIED**  
**AYES:** 3                      **NOES:** 0                      **ABSTAIN:** 0                      **ABSENT:** 1

**AYES:** Mathiesen, Schiel, Westover  
**NAYS:** None  
**ABSENT:** Zhang

**D. PUBLIC COMMENT**

There were no public comments.

**E. CONSENT CALENDAR**

1. **Executive Committee Meeting Minutes – March 14, 2024**
2. **Financial Report for Quarter Ending March 31, 2024**
3. **Investment Report for Quarter Ending December 31, 2023**

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

**MOTION:** Mark Schiel                      **SECOND:** Rebecca Westover      **MOTION CARRIED**  
**AYES:** 3                      **NOES:** 0                      **ABSTAIN:** 0                      **ABSENT:** 1

**AYES:** Mathiesen, Schiel, Westover

*Approved 6/20/24*



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**NAYS:** None  
**ABSENT:** Zhang

**F. GENERAL ADMINISTRATION**

**1. Financial Auditor Contract with James Marta & Company**

Mr. Mike Mathiesen said the renewal of the financial auditor contract with James Marta & Company was presented at the March meeting, but members expressed concern at the 13% percent increase.

Mr. Matt Gowan said James Marta provided a number of reasons for the increase including an increase in hours based on program activity and litigated claims and a need to attract and maintain staff to provide quality service. Mr. Gowan said staff contracted other JPAs about their financial audit renewals and all were seeing increases. This JPA's percentage increase was average to below average.

**A motion was made to approve the financial auditor contract for the June 30, 2024, June 30, 2025, and June 20, 2026 audits.**

**MOTION:** Mark Schiel                      **SECOND:** Rebecca Westover                      **MOTION CARRIED**  
**AYES:** 3                      **NOES:** 0                      **ABSTAIN:** 0                      **ABSENT:** 1

**AYES:** Mathiesen, Schiel, Westover  
**NAYS:** None  
**ABSENT:** Zhang

**2. KYND Cyber Security Services**

Mr. Gowan said the KYND contract is up for renewal. KYND provides external vulnerability scans for members. More importantly KYND reviews the completed Cyber applications and has a discussion with members about potential cyber risks and how to implement stronger security controls. Mr. Gowan said in the future KYND may need to provide additional services or perhaps will no longer be needed by the members, but that is not the case now.

**A motion was made to continue KYND Cyber Security Services.**

**MOTION:** Mark Schiel                      **SECOND:** Rebecca Westover                      **MOTION CARRIED**  
**AYES:** 3                      **NOES:** 0                      **ABSTAIN:** 0                      **ABSENT:** 1

**AYES:** Mathiesen, Schiel, Westover  
**NAYS:** None  
**ABSENT:** Zhang

