



**SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY
EXECUTIVE COMMITTEE MEETING MINUTES
MOUNTAIN VIEW, CA
December 5, 2024**

MEMBERS PRESENT

Mike Mathiesen, President, Mountain View-Los Altos Union High School District
Rebecca Westover, Treasurer, Mountain View Whisman School District
Erik Walukiewicz, Secretary, Los Altos School District

MEMBERS ABSENT

Mark Schiel, Vice President, Santa Clara Unified School District
Dorothy Reconose, 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 9:31 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: Rebecca Westover SECOND: Erik Walukiewicz MOTION CARRIED

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

AYES: Mathiesen, Westover, Walukiewicz

NAYS: None

ABSENT: Schiel, Reconose

D. PUBLIC COMMENT

There were no public comments.

E. CONSENT CALENDAR

1. Executive Committee Meeting Minutes – August 8, 2024
2. Executive Committee Meeting Minutes – October 17, 2024
3. Financial Report for Quarter Ending September 30, 2024



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

MOTION: Erik Walukiewicz SECOND: Rebecca Westover MOTION CARRIED

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

AYES: Mathiesen, Westover, Walukiewicz

NAYS: None

ABSENT: Schiel, Reconose

F. GENERAL ADMINISTRATION

1. Loss Control-Infrared Inspections

Mr. Matt Gowan presented the summary of responses to the Request for Proposal (RFP) for Infrared Inspections. The RFP was sent to six firms and five responded. The firm who performed the previous infrared inspections, Allied Reliability Group, has the third lowest price. Dyna Scan Technical Services has the lowest price. Dyna Scan has an agreement with Alliant Property Insurance Program (APIP) to perform infrared inspections and due to this, they were able to provide a discounted rate. Dyna Scan has been vetted by APIP.

A motion was made to approve using Dyna Scan Technical Services for the Infrared Inspections.

MOTION: Rebecca Westover SECOND: Erik Walukiewicz MOTION CARRIED

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

AYES: Mathiesen, Westover, Walukiewicz

NAYS: None

ABSENT: Schiel, Reconose

2. Review of Board Agenda Items

Mr. Gowan reviewed the items of the upcoming Board meeting, including presentations by Michael Manduca on the audited financial report as of June 30, 2024, Ben Duffy from KYND on cyber security services and Anthony Poston from ESM Insite on Liability and Property Safety Inspections on the Interior of Buildings.

G. COMMENTS FOR THE GOOD OF THE ORDER

There were no comments for the good of the order.

ADJOURNMENT

The meeting was adjourned at 9:49 a.m.

Approved 3/13/25



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Reviewed and Approved by: *Erik Walukiewicz*

Date: March 14, 2025