



**SOUTH BAY AREA SCHOOLS INSURANCE AUTHORITY  
EXECUTIVE COMMITTEE MEETING MINUTES  
MOUNTAIN VIEW, CA  
June 15, 2023**

**MEMBERS PRESENT**

Mike Mathiesen, President, Mountain View-Los Altos Union High School District  
Rebecca Westover, Secretary, Mountain View Whisman School District  
Wendy Zhang, Member at Large, Milpitas Unified School District

**MEMBERS ABSENT**

Delores Perley, Treasurer, Los Gatos-Saratoga Joint Union High School District  
Mark Schiel, Vice President, Santa Clara Unified School District

**GUESTS & CONSULTANTS**

Matt Gowan, Alliant Insurance Services  
Joan Crossley, Alliant Insurance Services  
Mark Davis, Davis, Bengtson and Young

**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.**

<b>MOTION:</b> Rebecca Westover	<b>SECOND:</b> Wendy Zhang	<b>MOTION CARRIED</b>
<b>AYES:</b> 3	<b>NOES:</b> 0	<b>ABSENT:</b> 2
	<b>ABSTAIN:</b> 0	

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

**D. PUBLIC COMMENT**

There were no public comments.



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**E. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.95**

- 1. N.N. & T.T. v. Mtn View-Los Altos Union High School District**
- 2. A.M./M.A. v. Berryessa Union School District**

The Executive Committee entered closed session at 9:02 a.m.  
The Executive Committee exited closed session at 9:20 a.m.

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

**F. PRESIDENT'S REPORT ON ACTION FROM CLOSED SESSION**

Mr. Mike Mathiesen reported the Executive Committee took appropriate action to approve settlement.

**G. CONSENT CALENDAR**

- 1. Executive Committee Meeting Minutes – March 16, 2023**

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

**MOTION:** Rebecca Westover      **SECOND:** Wendy Zhang      **MOTION CARRIED**  
**AYES: 3**                      **NOES: 0**                      **ABSTAIN: 0**                      **ABSENT: 2**

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

**H. GENERAL ADMINISTRATION**

- 1. Executive Committee Meeting Dates for Fiscal Year 2023-2024**

Mr. Matt Gowan said that the Executive Committee needs to schedule meeting dates for fiscal year 2023-2024. The Executive Committee reviewed the following meeting dates prepared by staff:

- October 5, 2023
- December 7, 2023
- March 14, 2024
- May 9, 2024
- June 20, 2024

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

**MOTION:** Rebecca Westover      **SECOND:** Wendy Zhang      **MOTION CARRIED**



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**AYES: 3**

**NOES: 0**

**ABSTAIN: 0**

**ABSENT: 2**

**AYES:** Mathiesen, Westover, Zhang

**NAYS:** None

**ABSENT:** Perley, Schiel

**2. Review of Board Agenda Items**

Mr. Gowan said Anthony Poston of ESM Insite will make a presentation summarizing the Liability and Property Safety Inspections on Exterior of Buildings for the districts inspected to date. Mr. Gowan said he will present loss control services available from PRISM. Mr. Gowan will also review the insurance renewal items and the budget with the Board.

**I. COMMENTS FOR THE GOOD OF THE ORDER**

There were no comments for the good of the order.

**ADJOURNMENT**

The meeting was adjourned at 9:47 a.m.

Reviewed and Approved by: \_\_\_\_\_

Date: October 17, 2023