



**Schools Program Alliance**

c/o Alliant Insurance Services  
Corporation Insurance License No. 0C36861  
2180 Harvard Street, Suite 460, Sacramento, CA 95815

**SCHOOLS PROGRAM ALLIANCE**

**November 13, 2023 Teleconference Board Meeting Minutes**

**Members Present:**

- |   |                    |
|---|--------------------|
| <b>Butte Schools Self-Funded Programs (BSSP)</b>      | Christy Patterson  |
| <b>Butte Schools Self-Funded Programs (BSSP)</b>      | Nicole Strauch     |
| <b>North Bay Schools Insurance Authority (NBSIA)</b>  | Kim Santin         |
| <b>Redwood Empire Schools Insurance Group (RESIG)</b> | Sandy Manzoni      |
| <b>Schools Insurance Authority (SIA)</b>              | Debrah Sherrington |
| <b>Schools Insurance Authority (SIA)</b>              | Amy Russell        |
| <b>Schools Insurance Authority (SIA)</b>              | Brooks Rice        |
| <b>Schools Insurance Group (SIG)</b>                  | Kelli Hanson       |
| <b>Schools Insurance Group (SIG)</b>                  | Nancy Mosier       |
| <b>Central California Schools Authority (CCSA)</b>    | Alan Caeton        |

**Consultants & Guests**

- |  |                                   |
|--|-----------------------------------|
| Dan Howell, Alliant Insurance Services       | James Wilkey, New Front Insurance |
| Dan Madej, Alliant Insurance Services        | Eileen Massa, New Front Insurance |
| Marcus Beverly, Alliant Insurance Services   | Ryan Telford, AmWins              |
| Michelle Minnick, Alliant Insurance Services | Mike Kielty, George Hills         |
| Jenna Wirkner, Alliant Insurance Services    |                                   |

**A. CALL TO ORDER, ROLL CALL, QUORUM**

Ms. Christy Patterson called the meeting to order at 10:03 a.m. The above-mentioned members were present constituting a quorum.

**B. APPROVAL OF THE AGENDA AS POSTED**

*A motion was made to approve the Agenda as posted.*

**MOTION: Kim Santin                      SECOND: Alan Caeton                      MOTION CARRIED**  
AYES: Christy Patterson, Sandy Manzoni, Brooks Rice, Kelli Hanson.  
NAYS: None.

**C. PUBLIC COMMENT**

There were no public comments.

**D. CONSENT CALENDAR**

- 1. Minutes of SPA Board Long Range Planning Meeting September 11-12, 2023

*A motion was made to approve the Consent Calendar.*

**MOTION: Kim Santin                      SECOND: Sandy Manzoni                      MOTION CARRIED**



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AYES: Christy Patterson, Brooks Rice, Kelli Hanson, Alan Caeton.  
NAYS: None.

### E. MEMBER SHOW & TELL

Members were encouraged to take this time to share any information about a recent experience or share any risk management efforts. There was no discussion on this item.

### F. GENERAL ADMINISTRATION

#### F.1. WILDFIRE DEFENSE SYSTEMS/WILDFIRE REPORT UPDATES FROM MEMBERS

Marcus Beverly opened a discussion amongst members regarding the wildfire reports that were completed and any actions that were taken to address the issues identified in the reports. After a general discussion it was mentioned that multiple members are seeking FEMA grants and there was interest expressed in a potential grant writing workshop.

#### F.2. STRATEGIC PLANNING OBJECTIVES

Marcus Beverly quickly reviewed the Strategic Plan items that were discussed at the Strategic Planning session in September. Members were encouraged to share documents that would help to address the items identified at the Strategic Planning session.

*A motion was made to adopt approve the Strategic Planning Objectives as presented.*

**MOTION:** Kelli Hanson

**SECOND:** Brooks Rice

**MOTION CARRIED  
UNANIMOUSLY**

#### F.3. TRANSITION TO ALLIANT CONNECT

Michelle Minnick reminded the Board that now that all the appraisals have completed for four of the five SPA members that participate in the Property Program, that changes should be made to the Alliant Connect Property Schedules. Members were provided with resources that help explain how to use the platform and can be shared internally with staff who help manage property and vehicle schedules.

#### F.4. SPA LEGAL COUNSEL

Dan Howell provided a list of the attorneys that may be available to provide Coverage and General Counsel. After a discussion of the attorneys listed it was noted the concept was to identify a Coverage and General Counsel that does not currently work with one of the SPA Members.

*A motion was made to delegate authority to the managing member to engage the firms for General Counsel that are not currently representing members.*

**MOTION:** Alan Caeton

**SECOND:** Sandy Manzoni

**MOTION CARRIED  
UNANIMOUSLY**



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### F.5.A. PROPERTY PROGRAM POLICY & PROCEDURE – CLAIM PAYMENTS

Marcus Beverly noted that discussions with the claims team have gone well and also provided a review of the recent Claims Task Force meetings items that have come up during their discussion. After a discussion it was agreed that a monthly call should be established with the Claims Team to help to push for resolution of claims. It was also requested that a status report of open claims in the SPA Layer be provided to the Board at subsequent meetings.

*A motion was made to Staff to develop a monthly claim call for any member that has an open claim file and we will be going through the Boudreaux of claims, additionally establish a bi-weekly call between Alliant and McLarens to help to resolve claims, Program Staff will provide a status report on open property claims in the SPA layer at each meeting (spreadsheet with amounts).*

**MOTION: Brooks Rice**

**SECOND: Kelli Hanson**

**MOTION CARRIED**

**ABSTAIN: Alan Caeton**

### F.5.B. PROPERTY PROGRAM POLICY & PROCEDURE – VACANCY CLAUSE

Dan Madej opened the discussion on how to identify vacant locations as the Policy & Procedure being developed will go into effect for FY 24/25 given the sub-members of the JPA enough time to adjust to the new procedure. Michelle Minnick provided a review of the Alliant Connect Property Schedules system where members are able to reclassify locations as “Vacant Buildings” using the Occupancy Type as SPA members learn of new information from their sub-members.

### F.5.C. PROPERTY PROGRAM POLICY & PROCEDURE – COURSE OF CONSTRUCTION

Dan Madej reminded members that this topic is a continuation of the topic of Course of Construction (COC) previously mentioned at a prior meeting. It was noted that some COC is acceptable under the SPA Coverage (projects valued under \$5M) but for members who have larger COC projects Shadi Jalali has been helping to place Builders Risk Policies for those projects that do not qualify for SPA coverage. Michelle Minnick provided the Board with a review of the Property Add Form which can be used to help gather information about COC projects and start a conversation with a member as there will be additional information that is needed to get a quote for review.

### G. INFORMATION ITEMS AND DISCUSSION

Jim Wilkey provided some comments regarding the Liability program and noted that we have continued to work with BMS in London for the 5x5 layer in the Excess Liability program for July 2024 and they are pushing to get updated information out to members. He additionally noted there was an Ad Hoc committee formed to discuss the erosion of aggregate limits in the Excess Liability Program and they will have a report for the next meeting. Lastly it was also noted that Patty Eyres who provides the HR Hotline services has expressed interest in renewing for FY 24/25 which provides members some time to identify a new service provider.

### H. ADJOURNMENT

The meeting was adjourned at 11:23 A.M.



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**NEXT MEETING DATE: January 8, 2024 via Teleconference**

Respectfully Submitted,

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Martin Brady, Secretary

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Date

*M. Brady*  
*4/1/2024*