



Schools Program Alliance

c/o Alliant Insurance Services

Corporation Insurance License No. 0C36861

2180 Harvard Street, Suite 460, Sacramento, CA 95815

SCHOOLS PROGRAM ALLIANCE

October 11, 2021 Teleconference Board Meeting Minutes

Members Present:

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| Butte Schools Self-Funded Programs (BSSP) | Christy Patterson |
| North Bay Schools Insurance Authority (NBSIA) | Janet Selby |
| North Bay Schools Insurance Authority (NBSIA) | Brandon Schlenker |
| Redwood Empire Schools Insurance Group (RESIG) | Rose Burcina |
| Redwood Empire Schools Insurance Group (RESIG) | Sandy Manzoni |
| Schools Insurance Authority (SIA) | Martin Brady |
| Schools Insurance Authority (SIA) | Debrah Sherrington |
| Schools Insurance Authority (SIA) | Brooks Rice |
| Schools Insurance Group (SIG) | Cindy Wilkerson |
| Schools Insurance Group (SIG) | Nancy Mosier |

Consultants & Guests

- | | |
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| Dan Howell, Alliant Insurance Services | Michelle Minnick, Alliant Insurance Services |
| Dan Madej, Alliant Insurance Services | James Wilkey, New Front Insurance |
| Marcus Beverly, Alliant Insurance Services | Jaesa Cusimano, Sedgwick |
| Dennis Mulqueeney, Alliant Insurance Services | |

A. CALL TO ORDER, ROLL CALL, QUORUM

Mr. Martin Brady called the meeting to order at 10:05 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: Cindy Wilkerson	SECOND: Janet Selby	MOTION CARRIED UNANIMOUSLY
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C. PUBLIC COMMENT

There were no public comments.

D. CONSENT CALENDAR

- Minutes of SPA Long Range Planning Meeting August 30-21, 2021

A motion was made to approve the Consent Calendar.

MOTION: Cindy Wilkerson	SECOND: Rose Burcina	MOTION CARRIED UNANIMOUSLY
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E. ADMINISTRATIVE REPORTS**E.1. ALLIANT UPDATE**

There was no update to provide as the items will be covered later in the agenda.

F. GENERAL ADMINISTRATION**F.1. LONG RANGE ACTION PLAN APPROVAL**

Marcus Beverly provide a review of the Long Range Action Plan including the anticipated deadlines to ensure that we captured the contents and direction of the meeting. Martin thanked the staff for putting this together and after a discussion members generally agreed this captured the intent of the meeting.

A motion was made to approve the Long Range Action Plan as presented.

MOTION: Janet Selby

SECOND: Cindy Wilkerson

**MOTION CARRIED
UNANIMOUSLY**

F.2. SPA RESOLUTION - SHARED RISK LAYER

Marcus Beverly provided a review of the intent the board provided that the pooled retained layer (which has an annual aggregate) is intended to be a shared risk layer and it was recommended the Board adopt a resolution to confirm that intent. It was noted that Robert Cuthbert has recommended SPA start a third program titled “Risk Pooling Activities” for the purposes of risk sharing and the resolution has been drafted to capture that. Dan Howell mentioned that this has been discussed with Gilbert Associates and it was noted that Kevin Wong provided feedback with the understanding that this would be addressed by resolution as risk sharing and would be retroactive to the inception of SPA so that any amounts paid into the shared layer would be treated as an expense and a note should be made in the audit for the prior year as well on a go forward basis. Lastly it was noted that the resolution has been written in a way so that it could apply to the Liability Program as well.

A motion was made to approve the SPA Resolution No. 21-01 as presented.

MOTION: Cindy Wilkerson

SECOND: Rose Burcina

**MOTION CARRIED
UNANIMOUSLY**

It was noted that the members wanted a Roll Call vote for this item.

AYE: PATTERSON, SELBY, BRADY.

NAYS: NONE.

ABSENT: NONE.

ABSTAIN: NONE.

F.3. POLICIES REGARDING NEW MEMBERS

Marcus Beverly noted that this was an item from the Long Range Planning meeting and mentioned that this is related to the Property and APD lines of coverage. He noted that the process to add a new member or new properties would be the same as for current members. Currently, no action (other than reporting) is needed if a SPA member adds an underlying member that has no locations over \$25M and no vehicle schedule over \$10M – locations that exceed those thresholds are subject to Underwriter approval.

Dan Howell noted the current reporting requirements and noted the Board will also need consider the addition of new members to the existing members of SPA. P&P1 was drafted to help facilitate the discussion of how SPA would entertain the idea of new members being added to SPA (e.g. if a new JPA or a new district wanted to join the SPA JPA). After a discussion, it was suggested to amend the P&P to address “new members of members” and separately a working group (Jim, Jaesa, and another BOD Member) will create a P&P for the Liability program with additional direction from the Board. It was noted that the underlying JPA’s have a process for reviewing the addition of new members and SPA could consider a policy which affirms that the underlying member has provided. Program Administration was provided with direction to bring back sample language at a future meeting. Dan Howell noted that he will amend the policy to add the dual purpose to address entirely new members as well as the addition of “new members of existing SPA members” and provide the updated version to the Board as well as the Liability team to incorporate the concept of affirming that a member has done their due diligence to add a member and noted that if it’s a new JPA being considered then an Underwriting process would be needed.

F.4. LEARNING MANAGEMENT SYSTEM (LMS) COMPARISON MATRIX

Marcus Beverly provided a review of the vendors that members are using currently to determine if members would be willing to move to another vendor if a purchase by a larger group could solicit a discount. Praesidium was noted to not be a full learning management system but it was noted that BASIC contracts with them for the Child and Student Abuse Safety Management training (as it is not offered under their other learning management systems) – it was mentioned that Acu Train is also not a full learning management system. After a discussion, members asked that the Matrix be re-tooled and shared with employees who are familiar with the platforms to help determine which vendors are full service and Alliant can take direction from the sub-committee. It was also requested that our list be compared to what is available through Safe Schools.

F.5. PROPERTY VALUATION STRATEGY

Marcus Beverly noted that this is being discussed as we are going through the appraisals and provided the 10 years summary of Marshall Swift trend factors noting that the 4th Quarter numbers for 2021 are not yet released. It was also noted that Duff & Phelps has confirmed they will complete all appraisals by the end of 2022. After a discussion it was requested to see what other rating agencies are providing in terms of trend factors to get a balanced comparison and determine SPA’s next steps with more information.

F.6. ALLIANT CONNECT PROPERTY SCHEDULES

Marcus Beverly mentioned that some members are currently using the Alliant Connect Property Schedules while others are still using the Duff & Phelps system to track changes and will move to using the Alliant Connect Property Schedules. It was noted that Program Administration is seeking to get the SPA data into one source to help ensure data integrity. The intention of the Board is to move to the Alliant Connect Property Schedules database as the appraisal is completed, the data has been reviewed and approved by the member. It was noted Program Administration will create a flow chart for each member to help communicate the timeline for the transition.

F.7. LOSS CONTROL UPDATE

Marcus Beverly provided members with a review of the current loss control efforts for wildfire assessments completed by IEC, XMR Fire and Fireline Defense. Members were asked to consider what mitigation efforts can be taken once these reports have been received. Brandon Schlenker provided an update regarding



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Dan Delac and noted that he is seeking more detailed site information than XMR did but also noted they approximate pricing was high. It was also noted that SPA should consider what actions should be taken once these reports are received. Members expressed that overall they were pleased with the reports received from both XMR and IEC but it was mentioned that Fireline Defense pricing might be too expensive. Members also discussed the use of drones and how use of drones could benefit the group – Dan Howell indicated that they could be used not only for wildfire assessment but also in pre and post loss assessment as well as full mapping of campuses for security and maintenance records.

F.8. SPA WEBSITE DEMO

Marcus Beverly noted that the SPA website is ready to go and we are getting the behind the scenes access to start using this to post the Agendas soon.

G. INFORMATION ITEMS AND DISCUSSION

There were no information items.

H. ADJOURNMENT

A motion to adjourn was made at 11:40 A.M.

MOTION: Janet Selby

SECOND: Rose Burcina

**MOTION CARRIED
UNANIMOUSLY**

The meeting was adjourned at 11:41 A.M.

NEXT MEETING DATE: Monday November 8, 2021 10:00 A.M.

Respectfully Submitted,

Martin Erady, Secretary

12/7/2021

Date