



**Schools Program Alliance**

c/o Alliant Insurance Services

Corporation Insurance License No. 0C36861

2180 Harvard Street, Suite 460, Sacramento, CA 95815

**SCHOOLS PROGRAM ALLIANCE**  
**June 13, 2022 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 Stantin        |
| <b>North Bay Schools Insurance Authority (NBSIA)</b>  | Brandon Schlenker  |
| <b>Redwood Empire Schools Insurance Group (RESIG)</b> | Sandy Manzoni      |
| <b>Schools Insurance Authority (SIA)</b>              | Martin Brady       |
| <b>Schools Insurance Authority (SIA)</b>              | Brooks Rice        |
| <b>Schools Insurance Authority (SIA)</b>              | Debrah Sherrington |
| <b>Schools Insurance Authority (SIA)</b>              | Phil Brown         |
| <b>Schools Insurance Authority (SIA)</b>              | Amy Russell        |
| <b>Schools Insurance Group (SIG)</b>                  | Cindy Wilkerson    |
| <b>Schools Insurance Group (SIG)</b>                  | Nancy Mosier       |

**Consultants & Guests**

- |                                              |                                   |
|----------------------------------------------|-----------------------------------|
| Dan Howell, Alliant Insurance Services       | James Wilkey, New Front Insurance |
| Dan Madej, Alliant Insurance Services        | Rob Kramer, Sedgwick              |
| Marcus Beverly, Alliant Insurance Services   | Ryan Telford, AmWins              |
| Michelle Minnick, Alliant Insurance Services | Chris Tambo, AmWins               |
| Kevin Wong, Gilbert Associates               |                                   |

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

Mr. Martin Brady called the meeting to order at 10:02 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: Sandy Manzoni      MOTION CARRIED UNANIMOUSLY**

**C. PUBLIC COMMENT**

There were no public comments.

**D. CONSENT CALENDAR**

1. Minutes of SPA Board Meeting May 9, 2022
2. Minutes of SPA Board Meeting May 18, 2022

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

**MOTION: Cindy Wilkerson      SECOND: Sandy Manzoni      MOTION CARRIED UNANIMOUSLY**

**E. FINANCIALS**

**E.1. FINANCIAL AUDIT**

Kevin Wong provided the SPA Board with a review of the SPA Audit for YE 6/30/2021. He noted that he noted an un-modified opinion and indicated there were not disagreements and management was helpful. As this is the first audit it was noted there were no changes from prior years.

Looking at retained layer funding and for 6/30/21 NBSIA did not fund the full amount of the retained layer – in FY 20/21 the only member that did not fully fund the retained layer was NBSIA.

*A motion was made to accept and file the Financial Audit for YE 6/30/2021*

**MOTION: Sandy Manzoni**

**SECOND: Christy Patterson**

**MOTION CARRIED  
UNANIMOUSLY**

After the motion Jim Wilkey provided comments regarding the billing for the Excess Liability and it was noted that billing for that placement did not pass through SPA as members were billed directly and New Front intends to do the same.

**E.2. SPA FY 22/23 BUDGET**

Phil Brown noted that we identified that both the New Front and the Alliant billing processes for the Excess Insurance invoices went directly to the members and as we look toward the FY 22/23 we are carrying the same practice.

*A motion was made to approve the SPA FY 22/23 Budget.*

**MOTION: Kim Stantin**

**SECOND: Cindy Wilkerson**

**MOTION CARRIED  
UNANIMOUSLY**

**E.3. EXCESS INSURANCE AND RETAINED LAYER ADVANCES TO MEMBERS**

Phil Brown mentioned that we have started to get excess advances with payments payable to SIA and some to SPA and are related to Excess Carriers that are advancing funds that need to go to the member districts and at this time SPA needs to develop a process to get these payments to the member districts. It was noted that we are currently recommending approval of the payments in the amount of \$2.769M to SIA for claims costs. It was also recommended that SPA Program Administration develop a Policy & Procedure which establishes the process for payment advances and final payments on member claims.

*A motion was made to approve the recommended release of payments to SIA as presented and moving forward with establishing a Policy & Procedure.*

**MOTION: Kim Santin**

**SECOND: Sandy Manzoni**

**MOTION CARRIED  
UNANIMOUSLY**

**F. GENERAL ADMINISTRATION**

**F.1. LIABILITY UPDATE**

**F.1.A. RENEWAL OF SPA EXCESS LIABILITY PROGRAM**

Jim Wilkey provided the Board with an update regarding the Liability Program (BASIC & SIA) marketing efforts and noted that they were able to secure all the layers \$25M excess \$5M for SPA. He reviewed the changes in proposed coverage including the proposed SAM limits for each carrier and noted that there could be a replacement of carriers with a replacement layer (\$10Mx\$20M) and then bring this back to a Special SPA Board meeting if needed in order to finalize the pricing.

*A motion was made to give Managing Member authority to bind up to the \$20M to include binding up to the \$30M if Arcadian pricing (\$10Mx\$20M) is favorable.*

**MOTION: Kim Stantin**

**SECOND: Sandy Manzoni**

**MOTION CARRIED  
UNANIMOUSLY**

**F.1.B. REINSURER AND EXCESS CARRIER REQUEST FOR AMENDMENT TO SPA MOC**

Jim Wilkey provided the Board with an update regarding the Excess and Re-Insurance Carriers have requested some minor changes to the SPA Liability MOC to show the layers of coverage – after a review it was generally agreed to accept the changes.

*A motion was made to accept the amended wording to the current fiscal year MOC.*

**MOTION: Kim Stantin**

**SECOND: Christy Patterson**

**MOTION CARRIED  
UNANIMOUSLY**

**F.1.C. POTENTIAL NEW SPA EXCESS LIABILITY MEMBER**

Jim Wilkey noted that there is a client which has expressed interest in joining the SPA group for Excess Liability Coverage, Central California Schools Authority (CCSA). It was noted that the excess carriers in the SPA tower have provided the approval to add CCSA to the quotes for FY 22/23. After a general discussion regarding the potential new member it was highlighted that there are no issues with their MOC and their loss run show no losses since 1993. It was mentioned that SPA should continue to seek additional aggregate limit if considering adding a new member at this time. It was requested that this be brought back to a SPA Special Board meeting to finalize the potential new member addition.

**F.2. PROPERTY PROGRAM RENEWAL UPDATE**

Dan Madej provided the Board with an update from last week regarding the allocations given the marketing efforts. He reminded members that this was a Bind Proposal that was presented at the prior Board meeting. Ryan Telford and Chris Tambo provided an update regarding the \$50Mx\$100M layer and noted that we are seeking additional options to pursue higher limits.

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*A motion to delegate authority to the Managing Member to increase our limits for reasonable premiums within the cost not to exceed \$530k.*

**MOTION:** Cindy Wilkerson

**SECOND:** Kim Stantin

**MOTION CARRIED  
UNANIMOUSLY**

Dan Madej noted that we are still reviewing the MOC for the wording of Automatic Acquisition wording and we are in the final stages of the wording to better clarify for members. Chris Tambo provided a summary of proposed company endorsement and exclusions.

### **F.3. REVIEW OF PROPOSED NEW MEMBER – CENTRAL CALIFORNIA SCHOOLS AUTHORITY (CCSA)**

Dan Howell noted that this member is interested in joining the Property Program and we are advising against that as the Excess Carriers are not interested in increasing their wildfire exposure than they currently have. If they join the Excess Liability program then we will consider attempting to add to the Property Program in the future.

### **F.4. SELF-INSURANCE OF CYBER EXPOSURE**

Dan Howell noted that SIA is moving forward with establishing at \$250K Self-Insured Retained layer with a MOC of cyber coverage with dedicated service providers with the intent to expand that program in the future due to the nature of the Cyber market. It was requested that Program Administration share the drafted language that was developed for SIA to ensure consistency in language with other SPA members.

### **F.5. CRIME BOND FOR MANAGING MEMBER**

Dan Howell noted that the SPA JPA Agreement says there should be a Crime Bond in place with a \$1,000 limit and it's unclear if the bond that is in place for SIA is sufficient or if a separate crime bond is required. The SPA Board needs to determine if they would like to endorse SPA on SIA's crime bond or buy it separately and after a general discussion it was noted that SPA should have separate crime coverage. Program Administration was provided with direction to secure quotes for crime coverage.

*A motion was made for the Managing member to obtain a separate crime bond for SPA coverage at a cost not to exceed \$5K.*

**MOTION:** Cindy Wilkerson

**SECOND:** Christy Patterson

**MOTION CARRIED  
UNANIMOUSLY**

### **F.6. LONG RANGE PLANNING UPDATE**

Dan Howell noted that we are on track for the remainder of the fiscal year and we will present this again at the Long Range Planning meeting in September 2022. Members were reminded that the Board meeting is set for 10am on Monday September 12, 2022 at the Marriott Vacation Club.



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**F.7. PUBLIC SCHOOL WORKS – LEARNING MANAGEMENT SYSTEM PROPOSAL**

Marcus Beverly noted that Public Schools Works proposal for an all-inclusive training resource that would be available to all SPA members with access to a discounted SPA rate and create a direct relationship with Public Schools Works and bills would be sent to members directly. It was noted that those members who have a relationship with Safety National would receive additional discounts. Program Administration was asked to move forward under the SPA umbrella to maintain a group discount and individual members will contract with Public School Works directly when the time is appropriate.

**F.8. ACKNOWLEDGMENT RESOLUTION**

Dan Howell noted that Janet Selby’s resolution is presented to the Board to help memorialize her contributions to the group and field and presented her with a cuckoo-clock as a small thank you.

*A motion was made to adopt the resolution as presented.*

**MOTION: Cindy Wilkerson      SECOND: Christy Patterson      MOTION CARRIED UNANIMOUSLY**

**G. INFORMATION ITEMS AND DISCUSSION**

Rob Kramer was asked if they could finalize the BASIC Budget June 28<sup>th</sup> in anticipation of the upcoming fiscal year and it was noted that would be accomplished.

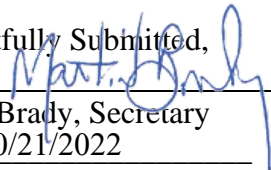
**H. ADJOURNMENT**

*A motion to adjourn was made at 12:10 p.m.*

**MOTION: Kim Santin      SECOND: Cindy Wilkerson      MOTION CARRIED UNANIMOUSLY**

The meeting was adjourned at 12:10 P.M.

**NEXT MEETING DATE: July 12, 2022 via Teleconference**

Respectfully Submitted,  
  
\_\_\_\_\_  
Martin Brady, Secretary  
10/21/2022  
\_\_\_\_\_  
Date