



**SCHOOLS PROGRAM ALLIANCE  
March 8, 2021 Teleconference Meeting Minutes**

**Members Present:**

<b>Butte Schools Self-Funded Programs (BSSP)</b>	Christy Patterson
<b>North Bay Schools Insurance Authority (NBSIA)</b>	Janet Selby
<b>North Bay Schools Insurance Authority (NBSIA)</b>	Brandon Schlenker
<b>Redwood Empire Schools Insurance Group (RESIG)</b>	Steven Fields
<b>Redwood Empire Schools Insurance Group (RESIG)</b>	Chris Spenser
<b>Schools Insurance Authority (SIA)</b>	Martin Brady
<b>Schools Insurance Authority (SIA)</b>	Debrah Sherrington
<b>Schools Insurance Authority (SIA)</b>	Brooks Rice
<b>Schools Insurance Group (SIG)</b>	Cindy Wilkerson
<b>Schools Insurance Group (SIG)</b>	Nancy Mosier

**Consultants & Guests**

Daniel Howell, Alliant Insurance Services	Dan Madej, Alliant Insurance Services
Michelle Minnick, Alliant Insurance Services	Seth Cole, Alliant Insurance Services
Marcus Beverly, Alliant Insurance Services	Dennis Mulqueeny, Alliant Insurance Services
Jim Wilkey, ABD	Jaesa Cusimano, Sedgwick
Mark Stokes, ABD	Daria Hoffman, Sedgwick

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

Mr. Martin Brady called the meeting to order at 10:06 a.m. The above-mentioned members were present constituting a quorum.

**B. APPROVAL OF AGENDA AS POSTED**

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

<b>MOTION: Janet Selby</b>	<b>SECOND: Cindy Wilkerson</b>	<b>MOTION CARRIED UNANIMOUSLY</b>
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**C. PUBLIC COMMENT**

There were no public comments.

**D. CONSENT CALENDAR**

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

<b>MOTION: Janet Selby</b>	<b>SECOND: Cindy Wilkerson</b>	<b>MOTION CARRIED UNANIMOUSLY</b>
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**E. ADMINISTRATIVE REPORTS**

**1. Alliant Update**

**a. Form 700**

Michelle Minnick provided the Board with a reminder that the Annual Form 700 is required to be submitted by no later than April 1, 2021 to avoid any potential fine by the FPPC. Members were asked to contact Michelle with any questions or concerns as it relates to the SPA Form 700.

**F. GENERAL ADMINISTRATION**

**F.1. Excess Liability Program Development**

Dan Howell wanted to start the conversation to potentially add an Excess liability program would be a pass through group purchase program that includes SIA and BASIC (not including SIG) and the participants of the program would pay for any costs associated. He indicated the way the resolution was drafted was to include BASIC becoming a member of SPA and the way this is being marketed is under the BASIC name and would be reinsurance of the BASIC form. If the Board approves the resolution to form the Liability Program and would include approval to admit BASIC as a member of SPA but noted that there was no vote granted to the BASIC member as the members of BASIC already sit on the SPA Board. The resolution to approve formation of the Excess Liability program was presented for review.

Jim Wilkey provided the Board with an update regarding the steps taken by ABD including approaching the marketplace as well as the the positive feedback received. He also noted that have developed an MOC which was amended to make more sense for a Public Entity MOC. It was noted that the BASIC's Legal Council has reviewed the Resolution, the SPA JPA Agreement as well as the reverse follow form MOC and did not identify any issues.

After a general discussion it was noted that an allocation for the Excess Liability program would need to be developed, similar to what is done in the SPA Property program. It was also asked to add a meeting date for April 12, 2021 as the next proposed Board meeting.

There was a discussion regarding the voting rights of BASIC on the SPA Board and it was noted that further discussion over the next year would need to include a focus on the structure and roles and have that memorialized in the MOC in the event that membership changes in the future.

There was a discussion of allocation and if there is there an experience component that will be considered or if using ADA would work for SPA's needs. Given the short amount of time given to get this launched by 7/1/2021 it may be prudent to use ADA for the first year and then in year 2 of the program we can revisit the experience modification factor.

***A motion was made to adopt Resolution No. 21-01 and approve admission of BASIC to the SPA JPA.***

**MOTION: Janet Selby**

**SECOND: Cindy Wilkerson**

**MOTION CARRIED  
UNANIMOUSLY**



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## **F.2. SPA Operating Processes, Policies and Procedures**

Marcus Beverly provided a review of the CAJPA accreditation standards which was used as a benchmark for the SPA JPA indicating which are recommended policies:

- Record retention
- Electronic data protections
- Targeted equity policy
- Claim settlement authority (including a claim process)
- Quarterly Financial Report
- Member Net Position Balances Annually
- Contracts with all – SIA Financial Services
- Risk Control Standards
- JPA Fidelity/E&O coverage
- Process to Monitor Primary Claims

After a discussion, it was noted that as a partnership JPA policies and procedures are not required but can be implemented if the JPA is interested. The Program Administrators will further develop some of these ideas and will bring back some sample policies with more details for the Board's review. It was noted that SPA will need to appoint ABD as the Broker for the Excess Liability Program and the Program Administration will bring that back at the next meeting to include the need to delegate authority to the managing member to execute the agreement on the behalf of SPA.

*A motion was made to approve the framework of policies and procedures with additional information to follow at the future meeting.*

**MOTION: Janet Selby**

**SECOND: Cindy Wilkerson**

**MOTION CARRIED  
UNANIMOUSLY**

### **F.3.A. Property Program Renewal - Marketing Submission & Status**

Dan Madej noted that we are in the middle of underwriting discussions and have been in communication with the lead carriers as well as the excess players. He shared that we have received good feedback on Loss Control initiatives we are doing and overall the comments have been positive from the market. Dan Howell noted that we are getting word that the incumbents are willing to stay on which is encouraging. It was asked when SPA could expect to receive not to exceed estimates and it was noted those conservative estimates could be presented to the Board at the April meeting and then in May the numbers will be more refined. There was a question related to the Wildfire deductibles and it was noted that the feedback received from the market is that the deductibles will be staying but we will be attempting to better apply those deductibles to the higher risk locations rather than applied to an overall deductible to a member using the CoreLogic data.

### **F.3.B. Property Program Renewal - New Member Marketing Update**

Dan Madej presented a review of the SPA new member flyer which will be used to market the group to new members. Members provided feedback and provided direction to distribute the flyer. There was a discussion about a potential new member and the benefits and disadvantages.



## Schools Program Alliance

c/o Alliant Insurance Services

Corporation Insurance License No. 0C36861

2180 Harvard Street, Suite 460, Sacramento, CA 95815

### **F.4. SPA Website Proposals**

Marcus Beverly provided a review of the proposals from Remedy One and Byte Technology. After a brief discussion members generally agreed to contract with Remedy One.

*A motion was made to approve the proposal for Remedy One.*

**MOTION: Cindy Wilkerson**

**SECOND: Janet Selby**

**MOTION CARRIED  
UNANIMOUSLY**

### **F.5. Property Coverage Appraisal Scheduling and Scope**

Marcus Beverly noted that there are some members that are seeking appraisals for buildings valued under \$950k – it was noted that if a member decides to increase the number of locations they would like to have appraised the price for the appraisal would decrease in terms of the fee per building. Members were encouraged to consider an appraisal of all locations as the price is cost efficient.

### **F.6.A. Loss Control Services - XMRFire Services Proposal**

Marcus Beverly noted that he has not received the proposal and so there was nothing to present at this time.

### **F.6.B. Loss Control Services - Updates and Suggestions**

Marcus Beverly presented some information about Loss Control Services and noted that SPA may need to consider providing their own training sessions and noted the Certified Wildfire Mitigation Specialist certificate, training on Assessing Structure Ignition Potential, as well as other resources that members should be aware of. It was also noted that the Paragon inspections have begun and the Smoke and Restoration course is happening next month. After a general discussion it was noted that Alliant Staff may be able to help with Loss Control after completion of the Certified Wildfire Mitigation Specialist training and that members were generally seeking additional resources for Loss Control assistance. Members requested a flyer for the April 6-8<sup>th</sup> Smoke and Restoration training. Program Administration was asked to create a budget line item which includes prevention and Loss Control costs as well as the anticipated expenses.

### **F.7. SPA Logo**

Marcus Beverly provided a number of options for the SPA logo for review – after a discussion it was noted that this will be brought back to the April meeting for final vote.

## **G. INFORMATION ITEMS AND DISCUSSION**

### **1. RT Property – US Property Insurance Overview**

## **H. ADJOURNMENT**

*A motion to adjourn was made at 12:02 P.M.*



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**MOTION: Janet Selby**

**SECOND: Cindy Wilkerson**

**MOTION CARRIED  
UNANIMOUSLY**

The meeting was adjourned at 12:02 P.M.

**NEXT MEETING DATE: Monday April 12, 2021 10 A.M.**

Respectfully Submitted,

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Martin Brady, Secretary  
4/12/2021

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Date