



**Schools Program Alliance**

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

---

**SCHOOLS PROGRAM ALLIANCE**  
**April 12, 2021 Teleconference Meeting Minutes**

**Members Present:**

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)	Steven Fields
Redwood Empire Schools Insurance Group (RESIG)	Chris Spenser
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**

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 McCulligan, Sedgwick
Mark Stokes, ABD	Daria Hoffman, Sedgwick

**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 AGENDA AS POSTED**

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

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

**C. PUBLIC COMMENT**

There were no public comments.

**D. CONSENT CALENDAR**

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

**MOTION: Steven Fields      SECOND: Cindy Wilkerson      MOTION CARRIED UNANIMOUSLY**

## **E. ADMINISTRATIVE REPORTS**

### **1. Alliant Update**

Dan Howell noted that we have been working on the Property renewal and mentioned the AmWins team is on the call to discuss where we stand with the upcoming renewal.

## **F. GENERAL ADMINISTRATION**

### **F.1. Excess Liability Program Update**

James Wilkey provided the Board with an update as it relates to the Excess Liability Program for the participating members, which includes SIA and BASIC (not including SIG). He provided a review of the structure they have been negotiating and expressed they are hopeful they will be able to secure the \$20M excess of \$5M Primary layer by the end of the month. After a discussion it was asked if rates for the first \$25M would be available at the upcoming meeting in May and it was noted they would likely be available and hopefully they will be able to provide rates for limits in excess of \$25M. It was confirmed that the placement is Occurrence based through all carriers. It was also confirmed that for the first year, the allocation of the premium will be exposure based on ADA as each participating members current coverage doesn't break at the same limits.

### **F.2. Rolling OCIP**

Dan Howell introduced John Gizzo and Sharon McBrian who presented information about the OCIP Owner Controlled Insurance Program and noted that the SPA members passed \$1.5B in bonds in 2020. It was discussed if there are enough projects to launch a program that benefits the SPA underlying members and it was noted that it is difficult to get membership buy in on the concept. It was noted that the benefits of the program is the coverage and the safety aspects such as loss control oversight or claims control oversight, improved communication with the general contractor and all parties involved. It was requested the that OCIP team create a template of some commonly asked questions which can be used to engage the members to gain interest from the members, which includes cost savings, sample insurance specs and coverage comparison.

### **F.3. SPA Operating Processes, Policies and Procedures**

Marcus Beverly provided a review of the proposed Record Retention Policy which was created using the CAJPA Accreditation sample wording. It was requested this be brought back to the next meeting as an action item for finalization.

### **F.4. Ad Hoc Risk Management Committee**

Cindy Wilkerson noted that members have been communicating and due to the size of the Board it is very easy to have a quorum and in an effort to ensure no Brown Act violations it was suggested the SPA group form an Ad Hoc Risk Management Committee to allow members to meet outside of public noticed meetings. It was suggested that Cindy Wilkerson be the Chair of the Ad Hoc and nominations were made for committee participants: Janet Selby, Brooks Rice, and Rose Burcina.



---

*A motion was made to form an Ad Hoc Risk Management Committee and Cindy Wilkerson will be the chair of that committee.*

**MOTION: Janet Selby**

**SECOND: Rose Burcina**

**MOTION CARRIED**

**UNANIMOUSLY**

### **F.5. Newly Acquired Locations and Additional Premium**

Dan Madej provided the board with a review of the threshold for Reporting Conditions for New Construction and Newly Acquired locations in the Property program. It was noted that changes have occurred to the overall SPA property schedule due to recent additions by SIG for the first six months of the policy there is an additional premium due. Members were reminded to notify the Program Administration of any new additions that occurred as soon as practicable so they can accurately be reported to the carrier. It was requested that a flyer be created to help remind underlying members what the reporting requirements are and the thresholds that trigger an additional premium. It was noted that the Alliant Team is working to get access to the Duff & Phelps system to help with the reporting of changes to the members schedules.

### **F.6. Property Program Update**

Dan Madej provided the Board with a summary of recent events related to the renewal of the property program. He provided a review of the most current loss run including recent changes due to development so members are aware of our history as we enter the market. He also provided a review of the CoreLogic Wildfire Risk Scoring and locations that fall into the 75-89 (High) and >90 (Very High) Score Categories and how we can use these scores to potentially help justify lower deductibles. After a robust discussion AmWins staff was provided with direction to request terms as expiring and use that to begin negotiations with the carriers while Program Administration can begin to work on the allocations at the Board level.

### **F.7.A. Loss Control Services – XMR FIRE SERVICES PROPOSAL & REPORT**

Marcus Beverly provided the Board with a review of the XMR Proposal and provided a review of the Nevada City School District's report including the Summary of Recommendations. It was suggested that we should target sites (perhaps one for each pool) that received a 90 or above score from CoreLogic to address the concerns raised in the XMR Report in an effort to minimize the risk of damage.

*A motion was made to accept the report and approve spending \$7,500 the XMR Proposal.*

**MOTION: Janet Selby**

**SECOND: Christy Patterson**

**MOTION CARRIED**

**UNANIMOUSLY**

After the motion there was a discussion regarding the amount of Loss Control funds available to members and it was also suggested that a plan be created on how to use the remaining Loss Control funds in FY 20-21. If members are receiving these reports and taking action to address the exposures identified, we can use that to communicate to the carriers that members are proactively addressing exposure. Program Administration will come back with criteria for member review.



**Schools Program Alliance**

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

---

**F.7.B. Loss Control Services – Updates and Suggestions**

There was no discussion on this item.

**F.8. SPA Logo**

Marcus Beverly provided a review of the SPA Logos and asked members to consider selecting a final choice. It was requested that the Logo finalists that received two votes or more for a second round of voting and we will bring back this at the next meeting to finalize.

**F.9. SPA Website**

Marcus Beverly noted that the site is still under construction but provided a mockup of the website and it was mentioned that since this is schools it should include more children and not so institutional.

**G. INFORMATION ITEMS AND DISCUSSION**

There was no discussion on this item.

**H. ADJOURNMENT**

*A motion to adjourn was made at 12:33 P.M.*

**MOTION: Cindy Wilkerson**

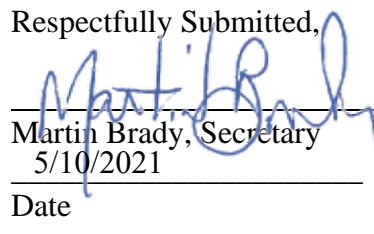
**SECOND: Rose Burcina**

**MOTION CARRIED  
UNANIMOUSLY**

The meeting was adjourned at 12:33 P.M.

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

Respectfully Submitted,

  
\_\_\_\_\_  
Martin Brady, Secretary  
5/10/2021  
\_\_\_\_\_  
Date