



**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 21, 2024 Board Of Directors Teleconference**  
**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> | Cindy Wilkerson    |
| <b>Redwood Empire Schools Insurance Group (RESIG)</b> | Sandy Manzoni      |
| <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 Authority (SIA)</b>              | Brooks Rice        |
| <b>Schools Insurance Authority (SIA)</b>              | Olivia Nelson      |
| <b>Schools Insurance Group (SIG)</b>                  | Kelli Hanson       |
| <b>Schools Insurance Group (SIG)</b>                  | Gabbi Daniel       |
| <b>Central California Schools Authority (CCSA)</b>    | Alan Caeton        |
| <b>Central California Schools Authority (CCSA)</b>    | Jeff Pierce        |

**Consultants & Guests**

- |  |                        |
|--|------------------------|
| Dan Madej, Alliant Insurance Services        | Jim Wilkey, Newfront   |
| Dan Howell, Alliant Insurance Services       | Eileen Massa, Newfront |
| Michelle Minnick, Alliant Insurance Services | Ryan Telford, AmWins   |
| Marcus Beverly, Alliant Insurance Services   | Chris Tambo, AmWins    |
| Jenna Wirkner, Alliant Insurance Services    |                        |

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

Ms. Cindy Wilkerson called the meeting to order at 10:02 a.m. and welcomed the board. The above-mentioned members were present constituting a quorum. Cindy provided a brief welcome to the Board and noted that there are lots of items to discuss and members were encouraged to participate.

**B. APPROVAL OF AGENDA AS POSTED**

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

<b>MOTION:</b> Alan Caeton	<b>SECOND:</b> Kim Santin	<b>MOTION CARRIED</b>
		<b>UNANIMOUSLY</b>
BSSP: Aye	SIA: Aye	
RESIG: Aye	SIG: Aye	
	CCSA: Aye	



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### C. PUBLIC COMMENT

There were no public comments.

### D. CONSENT CALENDAR

1. Minutes of SPA Strategic Planning and Board Meeting August 20-21, 2024

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

**MOTION: Kelli Hanson**

**SECOND: Alan Caeton**

**MOTION CARRIED  
UNANIMOUSLY**

### E. MEMBER PROGRAM AND IDEA SHARING

Dan Howell noted his excitement to use AI technology to submit Certificate and contracts from vendors – Cindy indicated that Bob Marshburn came up with Evident Program to ensure they have the required documents for their contracts. Dan Howell indicated he would gather more information and report back to the SPA Board at a future meeting.

### F. GENERAL ADMINISTRATION AND FINANCIAL REPORTS

#### F.1. STANDING COMMITTEE AND TASK GROUP UPDATES – COST ALLOCATION WORK GROUP

Dan Madej and Kelli Hanson provided the Board with a short review of the progress made so far and indicated that the group will be working over the next few months and will report back to the Board at a later date.

#### F.1. STANDING COMMITTEE AND TASK GROUP UPDATES – CLAIMS PROCESS TASK FORCE

Marcus Beverly provided the Board with an update and noted that we have been focused on getting the SPA loss run updated with payments recorded. He also indicated that we are waiting to receive a couple proofs of loss from McLarens. There was mention to change the title of this to Property Claims Task Force for future meetings.

#### F.2. STRATEGIC PLANNING OBJECTIVES

Marcus Beverly reviewed the Long Range Action Plan and the current status. Dan Howell noted that this is our list of items that we have from the meeting and we will share at each meeting to keep the Board apprised of the plan. There was a quick discussion about items for Marketing the group and it was confirmed by Jim Wilkey that they are seeking information from the SPA perspective. It was also mentioned that members of the Marketing Work Group (Mo from RESIG, Carrie Green from NBSIA, and Amanda from SIA) have met and are considering some infographics to help increase membership.

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

**MOTION: Kim Santin**

**SECOND: Alan Caeton**

**MOTION CARRIED  
UNANIMOUSLY**



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**F.3. MANAGING MEMBER FINANCIAL REPORT**

Phil Brown provided a review of Financials as of June 30, 2024 and noted there were a couple items that they are working to resolve. He noted total assets of \$9.6M, liabilities of \$4.5M and overall combined operations up \$1.6M from the prior year.

*A motion was made to accept as presented.*

**MOTION: Kelli Hanson**

**SECOND: Christy Patterson**

**MOTION CARRIED  
UNANIMOUSLY**

**F.4. AMENDMENT OF RESOLUTION 21-01 – RISK POOLING ACTIVITES**

Marcus Beverly provided a brief review of the Resolution and indicated the reason it was being amended was a result of the counsel review of the formation documents. After the motion, it was noted that there is no change needed to the financial reporting at this time but if the Liability started a risk pooling program we would track that within the program and differentiate from the property program.

*A motion was made to accept the Resolution.*

**MOTION: Brooks Rice**

**SECOND: Christy Patterson**

**MOTION CARRIED  
UNANIMOUSLY**

NBSIA: Aye  
RESIG: Aye

SIG: Aye  
CCSA: Aye

**F.5. RESOLUTION LOCAL AGENCY INVESTMENT FUND (LAIF)**

Phil Brown provided the Board with a review of the Resolution which establishes the authorized personnel for the LAIF account due to recent changes of the SIA and SPA Board.

*A motion was made to accept the resolution.*

**MOTION: Kim Santin**

**SECOND: Christy Patterson**

**MOTION CARRIED  
UNANIMOUSLY**

RESIG: Aye  
SIG: Aye

SIA: Aye  
CCSA: Aye

**G.1. RESOLUTION 24-03 ESTABLISHING GENERAL LIABILITY CLAIMS COMMITTEE**

Marcus Beverly presented the Resolution to establish a General Liability Claims Committee and after a brief review the Board generally agreed. It was also noted Olivia Nelson will Chair the Committee.

*A motion was made to approve.*

**MOTION: Kim Santin**

**SECOND: Kelli Hanson**

**MOTION CARRIED  
UNANIMOUSLY**

BSSP: Aye  
SIA: Aye

RESIG: Aye  
CCSA: Aye



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After the motion Jim Wilkey indicated that he is very happy to see this come together and would like the group to meet before submission to the market.

**G.2. RENEWAL TIMELINE UPDATE**

Jim Wilkey provided the Board with an update that they will begin to collect renewal data in the coming weeks and indicated that members would receive a request before the Thanksgiving holiday. It was requested that any changes to the underlying MOC’s be communicated to the Newfront team as soon as possible. HE also indicated they will continue to explore higher limits and aggregate limits.

**H.1. CORELOGIC WILDFIRE REPORT**

Dan Madej provided the Board with a review of the Corelogic meeting. After a discussion it was noted that while protections made at the site level including water supply or clearance or defensible spaces may not impact the CoreLogic Wildfire Risk Score but we still want to track that information to share with Underwriters as it may change the profile of the campus in their eyes. Dan Madej also indicated that he would draft a memo to share with the SPA underlying members.

**H.2.A. PROPERTY CLAIMS – MANAGING MEMBER PROPOSAL FOR PROPERTY CLAIMS COORDINATION SERVICE**

Phil Brown provided the Board with review of the proposal for Property Claims Coordination Service through SIA. Included in his discussion was a review of the Property Claims Service Instructions as well as the Memorandum of Understanding. After a discussion it was generally agreed this was a positive step.

*A motion was made to accept the MOU and the Claims Service Instructions with the minor modification.*

**MOTION: Kelli Hanson**

**SECOND: Kim Santin**

**MOTION CARRIED  
UNANIMOUSLY**

**H.2.B PROPERTY CLAIMS – RESOLUTION 24-024 APPOINTMENT OF PROPERTY CLAIMS REPRESENTATIVE**

Marcus Beverly provided the Resolution and indicated that Josh Arnold will be appointed as the Claims Representative for SPA as noted in the prior item discussion.

*A motion was made to approve the Resolution appointing Josh Arnold.*

**MOTION: Kelli Hanson**

**SECOND: Kim Santin**

**MOTION CARRIED  
UNANIMOUSLY**

BSSP: Aye  
RESIG: Aye

SIA: Aye  
CCSA: Aye

**H.2.C. PROPERTY CLAIMS – CLAIMS SERVICE INSTRUCTIONS**

This was included in a prior motion for Item H.2.A.



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**H.2.D. PROPERTY CLAIMS – SPA REINSURERS’ CLAIMS TPA DISCUSSION**

Marcus Beverly noted that he was not able to meet with the vendors at the CAJPA Conference and led a discussion of the meeting with the Engle Martin team. It was noted that any firm who may be selected would need to be acceptable to both domestic and London underwriters. An Ad Hoc Committee was formed with the following members: Gabbi Daniel, Josh Arnold, Phil Brown, Sandy Manzoni.

**H.3. APPLICATION OF DEDUCTIBLES FOR MULTI-MEMBER CAT’S**

Dan Madej provided the Board with a review of how the deductibles apply for Multi-member CAT Claims. It was noted that if two or more SPA members are involved in a single occurrence that only one \$250k deductible applies. After a discussion it was agreed to consider modified language on a go forward basis at July 1, which would allow for multiple SPA members to have a \$250k deductible if involved in a single occurrence. It was also noted this would be brought back to a future meeting for discussion.

There was no motion made on this item.

**H.4. WILDFIRE RISK REPORTS – CALIFORNIA SAFETY TRAINING**

Cindy Wilkerson provided a review of the quote received from Mike Crandall since he has changed companies since he last performed inspections for the SPA members. The Property Task Group was provided with direction to identify properties on the High Risk Locations list that we would like to approach and designate authority to engage California Safety Training as members want to participate. Additionally, it was noted that inspections would be paid by SPA Loss Control Funds.

*A motion was made to accept the proposal.*

**MOTION: Kim Santin**

**SECOND: Brooks Rice**

**MOTION CARRIED  
UNANIMOUSLY**

**I. INFORMATION ITEMS**

Items were shared with the Board to review - Dan Howell provided a review of the MROCIP program and how it could be used by the SPA members and indicated that he would bring this back to the December SPA Board meeting.

**J. ADJOURNMENT**

*A motion was made to adjourn at 12:22 pm*

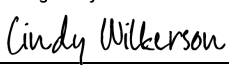
**MOTION: Kim Santin**

**SECOND: Kelli Hanson**

**MOTION CARRIED  
UNANIMOUSLY**

**NEXT MEETING DATE: November 13, 2024 via Teleconference**

Respectfully Submitted,

Signed by:  
  
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Cindy Wilkerson, Secretary  
4/3/2025

Date

### **J. ADJOURNMENT**

The meeting was adjourned at 12:22 P.M.