

# CRSIG Up-To-Date

**August 17, 2009**

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Andrea Stewart, Office Technician  
Phone: (209) 579-7535

## **Highlights of the August 17, 2009 Executive Committee Meeting**

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the June 15, 2009 meeting
- Check Registers for June & July 2009
- Inter-Fund Transfers & Purchases (none)

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director referred to the written final report on the annual objectives in the agenda noting that one objective would be carried forward. She also provided an update on the 2010 medical, vision and dental renewals underway as well as recent activities for the Ad Hoc Health Committee. Additionally, members were reminded that the Annual Executive Committee Retreat will be held in Modesto at the Vintage Gardens on September 16, 2009.

### Loss Control Report

The Return To Work Specialist reported on RTW assignments from 10/1/08 – 7/31/09; of the 56 employees that entered RTW assignments, 51 have returned to full duty (Avg @ 23 days), 4 have been taken off work for surgery (Avg @ 72 days) and 1 employee has been taken off due to delayed recovery (Avg @ 100 days). Company Nurse received 401 calls during the same period. 46% of the calls were incident only while 54% of the calls resulted in referrals for care.

The Executive Director reviewed a summary of the Loss Control Services provided during July 2009 by Prichard Safety & Health. She added that the number and quality of services had improved dramatically and that the information included in the report will be refined further.

### Executive Committee Comments and Requests:

Don Gatti advised members that Jane Johnston of the COE is acting as the coordinator for H<sub>1</sub>N<sub>1</sub> guidance and had disseminated information to the schools in Stanislaus county recently.

### Discussion Items:

The Executive Director reviewed the finalized Property & Liability Member Manual with the committee and advised that she would be meeting with each member to introduce the manual in the fall. In addition, she reported that CRSIG would disseminate copies of the Risk Management Section for all member site administrators on an annual basis.

### Action Items:

The Committee reviewed two applications for the 2<sup>nd</sup> Alternate to the Executive Committee position. Ed Felt of Turlock Unified was elected by ballot vote and action was taken to approve the results.

The Committee Approved membership in the California Health Care Coalition as recommended by the Executive Director. The representative will be the Executive Director and alternate will be the Business/Program Specialist.

Ken Geisick and Ron Costa of the Riverbank Unified School District requested a waiver for the notice of withdrawal from the health programs deadline. The Executive Committee took no action.

### Closed Session:

Settlement Authority was given for two property & liability settlements and one workers' compensation claim.

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# CRSIG Up-To-Date

September 21, 2009

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Andrea Stewart, Office Technician  
Phone: (209) 579-7535

## Highlights of the September 21, 2009 Board Meeting

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the August 17, 2009 meeting
- Check Registers for August 2009
- Investment Report for the period ending June 30, 2009
- Inter-Fund Transfers & Purchases (none)

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director referred to the written reports on the participation levels for the Workers' Compensation Safety Incentive and Property & Liability Safety Credit programs. She advised that the percentage of member participation had almost doubled over the past year.

The Executive Director also reviewed benchmarking reports for the workers' compensation program. She reported that CRSIG's average claims cost, loss rate per \$100 of payroll and loss rate per employee indicated above average performance as compared to much larger, similar and smaller school programs per the compSTATS benchmarking database. She also reported that the Wells Fargo rate benchmarking report indicated CRSIG rates as the lowest of the 14 pools measured.

### Loss Control Report

The Return To Work Specialist reported on RTW assignments from 7/1/09 – 8/31/09; of the 12 employees that entered RTW assignments, 4 have returned to full duty (Avge @ 20 days) and 8 were in current assignments. Company Nurse received 71 calls during the same period. 44% of the calls were incident only while 56% of the calls resulted in referrals for care.

The Executive Director reviewed a summary of the Loss Control Services provided during August 2009 by Prichard Safety & Health.

### Executive Committee Comments and Requests:

There were no comments or requests

### Discussion Items:

Members discussed the location, length and content of the Annual Retreat held the prior week. Discussion regarded conducting a similar retreat more locally again next year and support for members to attend CAJPA if possible.

### Action Items:

Members approved the renewal for the medical program effective January 1, 2010 as follows:

#### Kaiser:

The Kaiser HMO rates will increase 5% and CRSIG has received a rate increase cap for 2011 of 10%.

The Kaiser 2799 HDHP/HSA Plan (High Deductible Health Plan/Health Savings Account) will be introduced on January 1, 2011.

#### Pacificare:

The Pacificare HMO rates will increase by 21.9%.

#### United Health Care:

The PPO \$500 deductible plan will end on December 31, 2009 as planned.

The HDHP/HSA 7FI plan will be replaced with the HDHP/HSA 9CA plan at a rate increase of 16.33%.

The Board approved a 0% increase for the Vision plans effective January 1, 2010.

The Board approved a 5% increase for the Dental plans effective January 1, 2010.

The Board approved the funding for workers' compensation and property & liability incentive programs as recommended.

### Closed Session:

Settlement Authority was given for one workers' compensation claim.

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# CRSIG Up-To-Date

October 19, 2009

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Andrea Stewart, Office Technician  
Phone: (209) 579-7535

## Highlights of the October 19, 2009 Executive Committee Meeting

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the September 21, 2009 meeting
- Check Registers for September 2009
- Financial Reports for the period ending June 30, 2009
- Inter-Fund Transfers & Purchases (none)
- Auxiliary Organizations approved:
  - Hughson Elementary Parent Teacher Club
  - Hughson Ag Boosters
  - Gratton School Parent Teacher Club
  - Chatom Union School District Parent Teacher Club
  - Keyes Parent Teacher Club
  - Bernard Hughes Elementary School Boosters
  - Stroud Booster Club

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director referred to the written objectives update noting that 11 members had confirmed board consideration of the revised agreement and bylaws and 5 members had schedule presentations. The Property & Liability Member Manual had been delivered to 12 districts and a Workers' Comp. 101 Annual training has been scheduled for November 5, 2009. In addition she advised that open enrollment for the medical, vision and dental programs was underway.

The Executive Director also provided the following program updates:

- The 2008/09 Workers Compensation Self-Insurer's Annual Report has been filed with the State.
- The medical program renewal ended in a 21.9% increase to the PacifiCare HMO, 8.68% increase for the United Health Care HDHP, 5% increase to the Kaiser HMO and the addition of a Kaiser HDHP.

- The recent CRSIG office break-in included the loss of a non-used laptop computer, charger cord and replacement of all glass doors with non-breakable glass.

### Loss Control Report

The Return To Work Specialist reported on RTW assignments from 7/1/09 – 9/30/09; of the 23 employees that entered RTW assignments, 12 have returned to full duty (Avg @ 17 days) and 11 were in current assignments. Company Nurse received 134 calls during the same period. 49% of the calls were incident only while 51% of the calls resulted in referrals for care.

The Executive Director reviewed a summary of the Loss Control Services provided during September and part of October 2009 by Prichard Safety & Health.

### Executive Committee Comments and Requests:

There were no comments or requests

### Action Items:

Members adopted a revised property & liability actuarial study following a presentation by Mike Harrington of Bickmore Risk Services. Members were advised that revisions to the report resulted from corrections to the loss data used previously with increased the funds to be reserved though did not necessitate a revision to the rates adopted for the 2009/10 year.

### Closed Session:

Settlement Authority was given for one liability and two workers' compensation claims.

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# CRSIG Up-To-Date

**November 16, 2009**

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Andrea Stewart, Office Technician  
Phone: (209) 579-7535

## **Highlights of the November 16, 2009 Executive Committee Meeting**

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the October 16, 2009 meeting
- Check Registers for October 2009
- Financial Reports for the period ending 9/30/09
- Treasurer's Investment Report as of 9/30/09
- Inter-Fund Transfers & Purchases (none)
- Auxiliary Organizations approved:
  - Chatom Union Parent & Teacher Club
  - Glick Academic and Athletic Boosters
  - Roberts Ferry School Parent's Club
  - Parent Teachers Club-Valley Home School Dist.

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director referred to the written objectives included in the agenda.

### Loss Control Report

The Return To Work Specialist referred to the written report included in the agenda on RTW assignments from 7/1/09 – 10/31/09; of the 27 employees that entered RTW assignments, 21 have returned to full duty (Avg @ 16 days) and 6 were in current assignments. Company Nurse received 184 calls during the same period. 49% of the calls were incident only while 51% of the calls resulted in referrals for care.

The Executive Director referred members to the written summary of the Loss Control Services provided during October and November 2009 to date by Prichard Safety & Health.

### Executive Committee Comments and Requests:

There were no comments or requests

### Discussion Items:

Mike Krill of Wells Fargo Insurance Services advised members that Sierra Self Insurance Services had been sold to Wells Fargo recently. He reported that members should experience no changes other than in the name of the business as all staff members would continue to provide the same services. He further reported that an office move would take place around the first of the year and CRSIG will be notified of the change in address, email, phone, etc.

### Action Items:

Members adopted the annual financial audit prepared by James Marta & Co. after a presentation by Jim Marta. Members were advised that there were no findings and that the CRSIG staff had completed the two recommendations received the prior year. The Business/Program Specialist was recognized for her efforts to bring CRSIG's financial reconciliation functions to a level higher than many JPAs.

Members approved the Annual Report for June 30, 2009 following a recommendation by the Executive Director.

### Closed Session:

Settlement Authority was given for two workers' compensation claims.

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# CRSIG Up-To-Date

**December 14, 2009**

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Andrea Stewart, Office Technician  
Phone: (209) 579-7535

## **Highlights of the December 14, 2009 Executive Committee Meeting**

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the November 16, 2009 meeting
- Check Registers for November 2009
- Inter-Fund Transfers & Purchases (none)
- Auxiliary Organizations approved:
  - Capistrano Booster Club
  - Fox Road Elementary Parent Teacher Club

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director reported from the written objectives update included in the agenda;

- Approximately 70% of the member boards have adopted the JPA Agreement and Bylaw revisions
- Software was under review for the development on an in-house claims tracking and analysis system for the P&L and Workers' Comp. programs
- Growth in member utilization in the P&L and Workers' Comp. programs was on track and the feedback on the new P&L Member Manual is positive.
- Expansion in the attendance of medical carrier webinars is not improving with the current marketing strategies and each will be presented at the next Ad Hoc Health Committee meeting in February.

### Loss Control Report

The Return To Work Specialist referred to the written report included in the agenda on RTW assignments from 7/1/09 – 11/30/09; of the 31 employees that entered RTW assignments, 25 have returned to full duty (Avg @ 17 days) and 2 were in current assignments and 3 had been taken off to recover. Company Nurse received 218 calls during the same

period. 47% of the calls were incident only while 53% of the calls resulted in referrals for care.

The Executive Director referred members to the written summary of the Loss Control Services provided during November 2009 to date by Prichard Safety & Health.

### Executive Committee Comments and Requests:

There were no comments or requests presented.

### Discussion Items:

**Public Risk Magazine Article:** The Executive Director reviewed the November 2009 article "Updating the Workers' Compensation Map" with members advising that the model highlighted was very similar to the one used by CRSIG. She also reported that a request had been received to do a case study on the CRSIG model which includes Return To Work Protocols not used by other groups.

The Executive Director advised members on the increase in Dept. of Industrial Relations assessments to replace funding cut from several State level divisions. She reported that the increase in assessments to self-insured employers is at 81% which equates to almost \$29,000 annually for CRSIG.

### Action Items:

Action was taken to cancel the January 25, 2010 and February 22, 2010 Executive Committee meetings and hold one combined meeting on February 8, 2010.

### Closed Session:

The Executive Director's recommendation for addressing personnel matters was approved and settlement authority was given for two workers' compensation claims.

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# CRSIG Up-To-Date

February 8, 2010

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Phone: (209) 579-7535

## Highlights of the February 8, 2010 Executive Committee Meeting

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the December 14, 2009 meeting
- Check Registers for December 2009 & January 2010
- Financial Reports- as of December 31, 2009
- Inter-Fund Transfers & Purchases (none)

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director reported from the written objectives update included in the agenda;

The Executive Director also reviewed the Property & Liability Claims Stratification Report and provided updates on the CHCC (California Health Care Coalition) and SELF (Schools Excess Liability Fund) retreats held in January.

### Loss Control Report

The Return To Work Specialist referred to the written report included in the agenda on RTW assignments from 7/1/09 – 11/30/09; of the 36 employees that entered RTW assignments, 29 have returned to full duty (Avg @ 16 days) and 3 were in current assignments and 4 had been taken off for surgery or to recover. Company Nurse received 249 calls during the same period. 49% of the calls were incident only while 51% of the calls resulted in referrals for care.

The Executive Director referred members to the written summary of the Loss Control Services provided during December 2009 and January 2010 by Prichard Safety & Health. She also reported that 1,135 employees had received some form of safety or regulatory program training while 183 other loss control consultation or services had been provided between July 2009 and January 2010.

### Executive Committee Comments and Requests:

There were no comments or requests presented.

### Discussion Items:

Members received detailed quarterly utilization information on the United Health Care PPO, PacifiCare HMO, Vision and Dental programs from Terri Ezaki of EPIC Insurance Services.

The Executive Director discussed with members the increased hazardous condition and employment liability exposures as a result of staff reductions at the member level. Members discussed the need for districts to ensure the continued integrity of HR departments in order to avoid increased claim frequency.

Members discussed an annual event calendar and tentatively scheduled the annual retreat for September 1, 2010.

### Action Items:

Action was taken to approve the quarterly Treasurer's Report as of December 31, 2009 and update on the performance of the CRSIG investment portfolio with Dodge & Cox.

Approval for the Annual Investment Policy was tabled for additional confirmation from Dodge & Cox.

A resolution to withdraw from the SELF OELP was approved which would drop the maximum liability limit per occurrence from \$45 million to \$25 million effective July 1, 2010.

A contract with Dennis Mitchell of Bickmore Risk Services was approved for the bi annual Property & Liability and Workers' Compensation claim audits.

Approval was given for the hiring of Becky Perez for the Office Technician position vacancy.

### Closed Session:

Settlement authority was given for one liability and one workers compensation claim as presented.

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# CRSIG Up-To-Date

**March 15, 2010**

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Phone: (209) 579-7535

## **Highlights of the March 15, 2010 Executive Committee Meeting**

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the February 8, 2010 meeting
- Check Register for February 2010
- Inter-Fund Transfers & Purchases (none)
- Approve Auxiliary Organization Application  
Shiloh Parents Club – Shiloh School District

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director reported from the written objectives update included in the agenda advising that all members are expected to have completed the approval process for the revised agreement and bylaws by the end of March

The Executive Director also reviewed the Workers' Compensation Claims Stratification Report as of December 31, 2009.

Mike Krill of Wells Fargo Insurance Services advised members that the excess insurance renewals were favorable estimating a 5% increase for excess property with Travelers, 10% increase for excess liability with Genesis and no increase to excess workers' compensation with Safety National as CRSIG enters into the 2<sup>nd</sup> year of a 2-year contract.

The Executive Director also reviewed the last two Ad Hoc Health Committee meetings as well as the goals set for 2009/10: 1) Increase employee participation in carrier education programs, 2) Market CRSIG to insurance carriers interested in quoting for the 2011 year.

### Loss Control Report

The Return To Work Specialist referred to the written report included in the agenda on RTW assignments from 7/1/09 – 2/28/10; of the 43 employees that entered RTW assignments, 36 have returned to full

duty (Avge @ 16 days) and 3 were in current assignments and 4 had been taken off for surgery or to recover. Company Nurse received 327 calls during the same period. 51% of the calls were incident only while 49% of the calls resulted in referrals for care.

The Executive Director referred members to the written summary of the Loss Control Services provided during February 2010 by Prichard Safety & Health. She also reported that 1,289 employees had received some form of safety or regulatory program training while 264 other loss control consultation or services had been provided this school year

### Executive Committee Comments and Requests:

There were no comments or requests presented.

### Action Items:

Approval was given effective July 1, 2010 for two charter schools contingent to approval of their charters by the California Dept. of Ed.. The schools included Shiloh Charter School sponsored by the Shiloh School District and Roberts Ferry Charter School Academy sponsored by the Roberts Ferry School District.

Authority was given to the Executive Director to purchase the CECHCR training for medical program members contingent to CECHCR allowing the Executive Director to attend.

### Closed Session:

No action was taken.

### Discussion Items:

Members discussed an inquiry regarding CRSIG's interest in responding to an RFP for administrative services or potential membership by a coalition of community colleges. The various differences in the operations of K-12 versus community colleges was discussed.

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# CRSIG Up-To-Date

**April 19, 2010**

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Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Rebecca Perez, Office Technician  
Phone: (209) 579-7535

## **Highlights of the April 19, 2010 Executive Committee Meeting**

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the March 15, 2010 meeting
- Check Register for March 2010
- Approve Financial Reports as of March 31, 2010
- Inter-Fund Transfers & Purchases (none)
- Approve Auxiliary Organization Application  
Denair Parents Service Club

### Comments From The Public:

There were no comments received from the public.

### Action Items:

The Property & Liability Actuarial Report presented by Mike Harrington of Bickmore Risk Services was adopted.

The Workers' Compensation Actuarial Report presented by Mike Harrington of Bickmore Risk Services was adopted.

Approval for coverage under the CRSIG MOC was given for the Denair Academic Avenues Charter School effective July 1, 2010 contingent to Department of Education approval of their charter.

The proposed revised Investment Policy was adopted as presented.

### Closed Session:

Settlement authority was provided for one Workers' Compensation claim.

### Discussion Items:

The Executive Director reviewed preliminary 2010/11 Property & Liability rate options which included increases to rates between 6.6% and 12.1%. One

option included an increase based on the current program, one where risk management services are funded with program reserves and one option that included a doubling of the deductibles.

The Executive Director presented preliminary 2010/11 Workers' Compensation rates which included a 3.2% increase to the rate per \$100 payroll and a proposed one-time rebate estimated at \$1.949 million.

### Executive Committee Comments and Requests:

There were no comments or requests presented.

### Executive Director Report:

The Executive Director advised that a written update on the 2009/10 Objectives was included in the agenda.

The Executive Director reported on the biennial Executive Committee elections to be held at the May 2010 Board Meeting.

Members received a report on an RFP for JPA membership and JPA administrative services received.

### Loss Control Report

The Return To Work Specialist advised members that a written report on the status of the Return To Work Program was included in the agenda.

The Executive Director reported that the written report from Prichard Safety & Health on the services provided the past month was included in the agenda.

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# CRSIG Up-To-Date

May 17, 2010

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Rebecca Perez, Office Technician  
Phone: (209) 579-7535

## Highlights of the May 17, 2010 Executive Committee Meeting

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the April 19, 2010 meeting
- Check Register for April 2010
- Approve Treasurer Investment Reports ending March 31, 2010
- Inter-Fund Transfers & Purchases (none)
- Adoption of Official Posting/Mailing Address, Phone & Fax Numbers, Website, Meeting Schedule and Authorized Signatories

### Comments From The Public:

There were no comments received from the public.

### Executive Director Report:

The Executive Director advised that all but one objective for the 2009/10 year had been met. The computerization of records will begin in June 2010.

### Loss Control Report

The Return To Work Specialist advised members that as of 4/30/10, of the 55 employees that have entered temporary assignments, 44 had been returned to full duty, 2 were off work for surgery, 1 was off for home recovery and 8 are currently in assignments.

The Executive Director reported that the written report from Prichard Safety & Health on the services provided the past month was included in the agenda. In addition, she advised that the priority for the 2010/11 year will be site inspections to reveal hazards that may crop up due to lower staffing levels and that the New Employee Training module had been reactivated and will be conducted on the 1<sup>st</sup> Wed. of each month. In addition an administrator training on liability is in the works for August which will include a video by McCormick, Barstow, LLP for use at district sites.

### Executive Committee Comments and Requests:

There were no comments or requests presented.

### Discussion Items:

The Executive Director reported that all CRSIG member boards had signed off on the final revised Agreement and Bylaws included in the agenda.

Terri Ezaki of EPIC presented a quarterly utilization report for the Medical, Vision and Dental programs.

### Action Items:

All currently seated Executive Committee members were re-elected for a two year term. (2010/11 through 2011/12)

Pam Wall of Empire Union was re-elected as President and Ream Lochry of Hart Ransom was re-elected as Vice President for a two year term. (2010/11 through 2011/12). Designated officers included Don Gatti of SCOE as Treasurer-Auditor and the Executive Director as non-voting Secretary.

2011/12 Property & Liability Rates under Option 2 were adopted at an 8.6% increase. This includes the doubling of deductibles. The property deductible will be \$2,000 per occurrence. For districts with less than 250 ADA, the liability deductible will be \$1,000 per occurrence and for districts with over 250 ADA, the liability deductible will be \$2,000 per occurrence.

2011/12 Workers' Compensation Rates were adopted as presented at an overall program decrease of (4.84%) and increase of 3.2% to the payroll rate. The net rate will be \$1.59 per \$100 payroll without the individual experience-modifications applied.

The Board approved the proposed one-time rebate at an estimated \$.55 per \$100 payroll totaling just under \$2 million. The rebate will be finalized following payroll in June and members will again be given the option of direct return or banking the rebate.

The Board approved the 2010/11 Program Budgets as presented.

### Closed Session:

Settlement authority was provided for two Workers' Compensation global settlements and one Liability claim.

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# CRSIG Up-To-Date

June 21, 2010

Becky Slaughter, ARM, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Rebecca Perez, Office Technician  
Phone: (209) 579-7535

## Highlights of the June 21, 2010 Executive Committee Meeting

### Consent Agenda:

The following items were approved on the Consent Agenda:

- Minutes for the May 17, 2010 meeting
- Check Register for May 2010
- Inter-Fund Transfers & Purchases  
(one for year end cash flow only)

### Comments From The Public:

There were no comments received from the public.

### Discussion Items:

Ron Martin of Keenan & Associates presented a Northern California contribution rebate check for \$103,323. He also reviewed reports on the fund equity for the following years of CRSIG participation: 1992/93: (\$11,276), 1993/94: \$4,311, 1994/95: (\$25,628), 1995/96: \$33,184, 1996/67: \$102,732, 1997/98: \$86,208, 1998/99, \$59,498, 1999/00 (\$18,592), 2000/01 \$43,858, 2001/02 \$26,932.

Members received a letter of resignation from Jim Yardy as he retires June 30, 2010.

### Executive Director Report:

The Executive Director reported on the achievement of 2009/10 objectives and advised that the computerization of records would carry into the next year.

The Executive Director reported on the status of replacement for the claims examiner position and advised that York had been given a number of areas of improvement to work on and complete by September.

The Executive Director reviewed the flyer for the trainings on August 4<sup>th</sup> and 5<sup>th</sup> entitled How To Avoid Liability Mistakes At Your School for School Administrators. She reported that both sessions were filling fairly quickly and that a 3<sup>rd</sup> would be set up if necessary.

The Executive Director updated members on the computer server replacement scheduled for the end of the month.

Members were reminded about the annual Executive Committee Retreat scheduled for September 1, 2010.

### Loss Control Report

The Return To Work Specialist advised members that as of 3/31/10, of the 60 employees that have entered temporary assignments, 53 had been returned to full duty, 2 were taken off work for surgery and 5 are currently in assignments.

The Executive Director reported that the written report from Prichard Safety & Health on the services provided the past month was included in the agenda. In addition, she advised that the priority for the 2010/11 year will be site inspections to reveal hazards that may crop up due to lower staffing levels. She also reported that regular monthly trainings will be scheduled at the CRSIG office for regulatory compliance in addition to the New Employee Training module which is held on the 1<sup>st</sup> Wed. of each month.

### Executive Committee Comments and Requests:

Members discussed if it would make sense to consider issuing an RFP for computer and internet services.

Members also discussed the possibility of using medical fund balance to audit carrier medical claims payments.

### Action Items: NONE

### Closed Session:

A 3-year employment contract was approved for the Executive Director.

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