

# CRSIG Up-To-Date

Susan Adams, Executive Director  
Angela Jacobson, Business/Program Specialist  
Kari Hornberger, Return To Work Specialist  
Sothary Ngeth, Office Technician  
Phone: (209) 579-7535

## **Highlights of the August 25th, 2014 Board Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of Minutes for the May 12, 2014 Board Meeting
- Acceptance of Check Registers for May, 2014
- Approval of Auxiliary Organizations Applications:
  - Knights Ferry Jr. High Graduation Group
  - Dos Palos High School Baseball
  - Gratton Parent Teachers Club

### **Action Items:**

- Approval was granted to enter into a one year contract with AVS for Fixed Asset Tracking service.
- Approval was granted to approve James Marta and Company Audit Engagement Letter for FYE 2014, 2015 and 2016.

### **Discussion Items:**

- Liability Memorandum of Coverage – The Executive Director advised the Committee that she is working on revising the MOC to reverse follow form the Excess Liability coverage document so that there will be no gaps in coverage. The MOC will be reviewed by legal and brought back to the EC for approval.
- CRSIG Member Forum – August 25, 2014 – The ED discussed a draft agenda for this meeting to include a presentation on the Safe School Ambassadors program. The ED will reach out to all our CRSIG members to attend this meeting.
- EC Annual Retreat – September 24, 2014 – the ED discussed utilizing a facilitator for this meeting which can be beneficial in bringing a new perspective during strategic planning for CRSIG. Rob Kramer from Bickmore has extended his services for this meeting.

### **Executive Director Report:**

The Executive Director reported on the following:

- AB 1432 – Mandatory Reporting of Child Abuse and Neglect Training – if passed will require annual training and proof of training.
- CAJPA Key Legislative bills were provided to the members – these are ones CAJPA is watching.
- PRIMA 2014 – the ED provided the Committee with an overview of the sessions she attended and emerging issues. She also advised she will be meeting with each district to gain a better understanding of their policies and procedures as respects these issues.

### **Loss Control Report:**

The Return to Work Specialist referred to the Workers' Compensation Status Report as of May 31, 2014, included in the agenda. The report indicated that for 2013-14, 78 employees had entered into temporary modified assignments and 65 employees had returned to full duty within an average of 20 days. The report also indicated that for the month of May 2014, Company Nurse had received a total of 67 calls, 30 incident only reports and 37 calls resulted in referrals for medical care. The Return to Work Specialist also reported that claims are not slowing down as expected during the summer due to summer school programs.

The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2013-14 showed that a total of 2,635 employees had been trained and 244 other types of services had been provided to members as of May 31, 2014.

### **Executive Committee Report:**

There were no comments and requests from the board at this time.

### **Closed Session:**

Settlement authorization was provided on four Workers' Compensation claims. No action was taken on one WC claim.

# CRSIG Up-To-Date

## **Highlights of the September 15th, 2014 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of Minutes for the August 25, 2014 Executive Committee Meeting
- Approval of 2014/15 Auxiliary Organizations:
  - Ceres Unifies School District:
    - Adkison Parent Teacher Club
    - Beaver Elementary Parent Teacher Club
    - Caswell Parent Teacher Club
    - Cesar Chavez PTC
    - CHS Sober Grad Night Committee/PTC
    - Parent Teacher Council for Lucas Elementary
    - Sam Vaughn Parent Teacher Club
    - Sinclear Parent Teacher Club
    - Westport Parent Teachers Club
    - Whitmore Charter High School Parent Booster Club
  - Le Grand Union Elementary – Le Grand Elementary Parents Club
  - Newman-Crows Landing Unified:
    - Bonita Parents Club
  - Empire Union School District
    - Capistrano Booster Club
    - Glick Academic & Athletic Boosters
    - Hughes Parent Booster Club
    - Stroud Booster Club

**Action Items:** No action items were presented.

**Discussion Items:** No items were discussed.

### **Executive Director Report:**

The Executive Director reported on the following:

- Executive Committee Annual Retreat scheduled for September 24, 2014 at the Fruit Yard will begin with lunch. Rob Kramer from Bickmore will facilitate a strategic planning session with the committee.

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- CAJPA Conference – the ED advised the Committee that most of the office will be attending the conference from 9/16-9/19 and to contact the Office Technician if they need to get ahold of Susan, Angela or Kari during the conference.

### **Loss Control Report:**

The Return to Work Specialist referred to the Workers' Compensation Status Report as of August 31, 2014, included in the agenda. The report shows that 11 employees had entered into temporary modified assignments and 6 employees had returned to full duty within an average of 11 days. Company Nurse had received a total of 51 calls, 26 incident only reports and 25 calls resulted in referrals for medical care. The Executive Director reported that a large number of Company Nurse Reports are coming in for the month of September. She stated that since the start of school in the last two months, it has been quite busy for the Return to Work Specialist. Both the Executive Director and Return to Work Specialist recently met with Lynda Adams from the Stanislaus County Office of Education (SCOE) to discuss the possibility of setting up SCOE with The Company Nurse. According to the Executive Director, this set up will take about one month.

The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 2,625 employees had been trained and 65 other types of services had been provided to members as of August 31, 2014.

### **Executive Committee Report:**

There were no comments and requests from the board at this time.

There

### **Closed Session:**

The ED gave the Committee an update on a recent Mediation. Settlement authorization was provided on one Workers' Compensation claims.

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## **Highlights of the October 20th, 2014 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of Minutes for the September 15, 2014 Board Meeting
- Acceptance of Check Registers for August 2014 and September 2014
- Approval of 2014/15 Auxiliary Organizations:
  - Gustine USD – Romero Parent Teacher Club
  - Hickman Community Charter – Hickman Middle School Boosters
  - Keyes USD – Parent Teacher Club
  - Newman-Crows Landing USD
    - Hunt PTC
    - OHS Band Boosters
    - Von Renner PTO
    - Yolo Bank Boosters Association

**Action Items:** No action items were presented.

**Discussion Items:** No items were discussed.

### **Executive Director Report:**

The Executive Director reported on the following:

- Self-Insurers Annual Report was filed electronically with the State of California prior to the deadline of October 1, 2014.
- State Controller's Report was filed with the State of California prior to the deadline of Oct. 1, 2014.
- CAJPA Conference – the ED provided the Committee with a review of the sessions staff attended.
- BASIC Strategic Planning Meeting – the ED provided the Committee with an overview of the recent strategic planning meeting staff attended and the major goals that were identified – stabilize rates, investigate increasing retained risk by increasing self-insured retention and funding all years at the 90% confidence level.

### **Loss Control Report:**

The Return to Work Specialist referred to the Workers' Compensation Status Report as of September 30, 2014, included in the agenda. The report shows that for 2014-15, 20 employees had entered into temporary modified assignments and 13 employees had returned to full duty within an average of 14 days. The report also reflects that for the month of September 2014, Company Nurse had received a total of 74 calls, 33 incident only reports and 41 calls resulted in referrals for medical care. The Return to Work Specialist reported that October has been a very busy month. She also discussed the success of the Workers' Compensation Workshop that was held at the CRSIG office on Friday, October 10<sup>th</sup>. There were a total of 28 attendees, with 14 districts represented. This year's workshop was different from the previous ones and the feedback from members was positive.

The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 2,850 employees had been trained and 83 other types of services had been provided to members as of September 30, 2014. The Business/Program Specialist informed the Board of the scheduled sexual harassment training to be held on December 4<sup>th</sup> at the CRSIG office. A flyer has been sent out to members with additional information regarding this training. She also discussed her meetings with the account manager at Target Solutions and the progression towards reaching more members with this program. About half of the members are either set up with Target Solutions or working towards implementation, which was one of CRSIG's goals for this year.

### **Executive Committee Report:**

There were no comments and requests from the board at this time.

### **Closed Session:**

The ED gave the Committee an update on a recent Mediation. Settlement authorization was provided on two Workers' Compensation claims and Mediation authority was given on two Workers' Compensation claims.

# CRSIG Up-To-Date

## **Highlights of the November 17th, 2014 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of Minutes for the October 20, 2014 Executive Committee Meeting
- Acceptance of Check Register Report for October 2014
- Approve Quarterly Financial Reports for the period ended September 30, 2014
- Approve Treasurer's Investment Reports for the period ending September 30, 2014

### **Action Items/Presentations:**

- The Annual Financial audit for the year ending June 30, 2014 presented by Ritesh Sharma of James Marta & Company with no findings was accepted by the Board.
- Terri Prichard and Ken Fitzgerald and Vicki Bauman from SCOE provided the Committee with a presentation of risk management training services they can provide our membership. SCOE discussed preventative programs as well as Student Wellness and School Safety trainings.
- Strategic Planning Review – The Executive Director reviewed the action plan included in the agenda, which was developed from the Strategic Planning meeting that was held on September 24, 2014.

**Discussion Items:** The Executive Director discussed the Public Agency Risk Management Association (PARMA) Conference to be held February 8-11, 2015. PARMA holds an Educational Conference each February and it rotates around the state. This conference will offer many sessions on risk management issues is a good learning platform for members.

### **Executive Director Report:**

The Executive Director reported on the following:

- The results of the service providers survey conducted earlier last month. CRSIG surveyed its members with respects to the services provided by our Third-Party Claim Administrators, York Risk Services and Erik Knak and loss control services and training provided by Prichard Safety & Health to evaluate member satisfaction. The results indicated that there was high satisfaction with the services that Prichard Safety & Health and Erik Knak offers. York Risk Services had the least satisfaction, however, were still rated fairly.

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- The Executive Director reviewed the 6/30/14 Target Equity report included in the agenda. The report reflected the Workers' Compensation program at (\$1,613,394.70) below target equity; the Property & Liability fund balance at (\$2,277,981.10) below target equity; the Dental fund balance at \$1,618,108 above target equity; and the Vision fund balance at \$281,834.50 above target equity.
- The Executive Director provided a presentation on target equity ratios. The ratios provide a set of benchmarks to measure the financial soundness of the JPA against industry standards. The evaluation of the ratios showed that the Workers' Compensation is well funded, but the Property & Liability Program will need to be monitored closely to ensure the current deteriorating trend does not become a long term trend.

### **Loss Control Report:**

The Return to Work Specialist referred to the Workers' Compensation Status Report as of October 31, 2014, that shows that for 2014-15, 31 employees had entered into temporary modified assignments and 21 employees had returned to full duty within an average of 21 days. The report also reflects that for the month of October 2014, Company Nurse had received a total of 58 calls, 30 incident only reports and 28 calls resulted in referrals for medical care. The Return to Work Specialist added that the Stanislaus County Office of Education implementation of Company Nurse will be effective January 1, 2015.

Terri Prichard was present and reported on the services reflected in the monthly reports on services which were included in the agenda. The report for 2014-15 showed that a total of 3,104 employees had been trained and 108 other types of services had been provided to members as of October 31, 2014. She reported that there has been good attendance to the trainings and that everyone has been trained on Globally Harmonized System. She will give new binders with new safety data sheets as she goes to member districts. Terri reported that requests for sharp pick-ups are coming in before the districts are truly ready for Terri. The Business/Program Specialist added that she will send out the risk management guideline for Sharps/Medications Pick-Ups and ask that it be distributed to all school nurses and health technicians. The guideline will provide them with the information they need to prepare for a pick-up in order to avoid these issues in the future.

### **Executive Committee Report:**

There were no comments and requests from the board at this time.

### **Closed Session:**

The ED gave the Committee an update on a recent Mediation. Mediation authority was given on two Workers' Compensation claims.



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## **Highlights of the February 23<sup>rd</sup>, 2015 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of the Minutes for the November 17, 2014 Executive Committee Meeting
- Acceptance of Check Register Report for November 2014, December 2014 & January 2015
- Approve Quarterly Financial Reports for the period ended December 31, 2014
- Approve Treasurer's Investment Reports for the period ending December 31, 2014
- Approve Investment Statements from Dodge & Cox for period ending December 31, 2014
- Approve 2014/15 Auxiliary Organization Applications:
  - Hughson USD
    - Hughson Ag Boosters
    - Fox Road Elementary PTC
    - Ross Parent Teacher Club
  - Shiloh School District – Shiloh Parents Club
  - Waterford USD – Lucille Waterford Parents Club

### **Action Items/Presentations:**

- The board elected Randy Fillpot of Newman-Crows Landing Unified School District to the 2<sup>nd</sup> Alternate position, effective immediately.
- The board elected Scott Siegel of Ceres Unified School District to fill the vacancy of the Vice President position, effective immediately.
- The Executive Committee approved releasing surplus in excess of CRSIG's Target Equity plan. A two month premium holiday in the months of April and May 2015 was decided upon for distribution of the surplus.
- The Executive Director presented the 2013/14 Annual Report for adoption.
- The Executive Committee approved funds during the 15/16 year for the Accreditation process by California Association of Joint Powers Authorities (CAJPA).

### **Discussion Items:**

- PARMA Conference attended by staff and some board members.
- Annual Retreat is scheduled for April 20, 2015 along in conjunction with the Executive Committee meeting.
- The Association of Governmental Risk Pools (AGRIP). Provides an online Pooling Basics training program, which CRSIG had purchased and is available to our members. The Executive Director encouraged members to take the courses.

### **Executive Director Report:**

The Executive Director reported on the following:

- The frequency and severity of CRSIG's property and liability claims.
- The frequency and severity of CRSIG's workers' compensation claims over the last twelve years.
- Upcoming trainings with flyers included in the agenda. There are new regulations on pesticide application and the Executive Director informed the board that Terri will be contacting all districts and working with them directly with these changes.
- Safety Incentive funds for the Workers' Compensation and the Safety Credit program for Property/Liability.
- Reported to the Board about the recent BASIC Board meeting on January 21, 2015.
- Reported an update of the assessment from the Department of Industrial Relations (DIR) based on CRSIG self-insured losses paid during the 2013/14 fiscal year.
- The Business/Program Specialist reported on the Target Solutions Annual Business Plan for CRSIG.

### **Loss Control Report:**

The Return to Work Specialist referred to the Workers' Compensation Status Report as of January 31, 2015, included in the agenda. The report shows that for 2014-15, 53 employees had entered into temporary modified assignments and 46 employees had returned to full duty within an average of 23 days, which is higher than normal.

The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 3,616 employees had been trained and 165 other types of services had been provided to members as of January 31, 2015.

### **Executive Committee Report:**

Sandy Watson reported to the Committee that Stanislaus Union School District gave notice to Modesto City Schools JPA that they will be leaving their Workers' Compensation program and will join CRSIG's program on July 1, 2015.

### **Closed Session:**

Ratification authorization was given on six Workers' Compensation claims.

Kelly Hull from Kaeser Hull, one of our defense attorney's, and Kelly Vitale, Assistant Vice President of York Risk Services, were invited by the Executive Director to address the Committee regarding how non industrial causations become industrial claims.

Erik Knak, CRSIG's claims adjustor, provided the Committee with an overview of large losses in preparation for the July renewal.

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## **Highlights of the April 20<sup>th</sup>, 2015 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of the Minutes for the February 23, 2015 Executive Committee Meeting
- Acceptance of Check Register Report for February and March 2015
- Approve Treasurer's Investment Reports for the period ending March 31, 2015

### **Action Items/Presentations:**

- Mark Stokes and Jennet Horder of Wells Fargo Insurance Services provided the Committee with an update of the current insurance market. Mark said that current year excess rate on a net basis was \$0.06255 per \$100 payroll. The excess rate is slightly down by 5% resulting in a rate of \$.05914 for the 15/16 year. He added that CRSIG has outperformed the market year end and year out.
- Shirlee Neil of Dodge & Cox presented the annual portfolio investment performance report. As of March 31, 2015, the total portfolio is just below \$33 million, with a yield of 2.1%. She reported that the portfolio is diverse with 74% in U.S. Treasury and Corporate Securities and the remaining 26% spread among Mortgage-Related, Government-Related, Asset-Backed and Cash. Dodge & Cox performed an annual review of the Investment Policy.
- Mike Harrington of Bickmore presented the results of the 2015 Property & Liability program actuarial study. The property program development was favorable decreasing (\$109,634) more than expected. The liability program loss development was overall favorable decreasing (\$729,114) more than expected. He also presented the results of the 2015 Workers' Compensation program actuarial study. The study showed unfavorable development with an overall increase of \$1,773,325 above expected.

### **Discussion Items:**

- The Executive Director presented the preliminary program budgets for the 2015/16 year. The preliminary program budgets will be refined at the next meeting for the final budgets.
- The Executive Director presented the preliminary Workers' Compensation contributions which reflect an increase of 8.7%. Excess premiums are expected to reduce slightly. The Executive Director said that the CRSIG retained layer for workers' compensation is at \$1.59 per \$100 payroll and she

has estimated \$0.06 on the excess layer, which Mark Stokes will finalize. Final Rates will be approved at the May 18, 2015 Board of Directors meeting.

- The Executive Director presented the preliminary Property & Liability rates. CRSIG retained layer rates have increased slightly as discussed during the actuarial presentation. The BASIC JPA Excess rates for Liability have increased slightly for the liability program. Final Rates will be approved at the May 18, 2015 Board of Directors meeting.
- The Executive Director presented 2015/16 vision renewal rates. She said that a recommendation for flat rates is expected.
- The Executive Director presented 2015/16 dental renewal rates. She said that a recommendation for flat rates is expected.

### **Administrative Reports:**

- The Executive Director had no reports at this time.
- The Return to Work Specialist referred to the Workers' Compensation Status Report as of March 31, 2015, included in the agenda. The report shows that for 2014-15, 67 employees had entered into temporary modified assignments and 56 employees had returned to full duty within an average of 23 days, which is higher than normal. The report also reflects that for the month of March 2015, Company Nurse had received a total of 81 calls, 34 incident only reports and 47 calls resulted in referrals for medical care.
- The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 4,198 employees had been trained and 222 other types of services had been provided to members as of March 31, 2015. Terri Prichard has been working with our districts on the Integrated Pest Management plan, which is part of the Healthy Schools Act.

### **Executive Committee Report:**

Don Gatti commented on the water restrictions that are going to come down on everyone. It has been a major issue within California and Don added that staff at CASBO had a discussion on what we were able to keep green versus not green. Twila Tosh added that she spoke with the Director at the State Department and she said that within the next five years, places that are non-use green areas will have to be brown.

### **Closed Session:**

Settlement authorization was provided on eight Workers' Compensation claims and two Liability claims. Ratification authorization was provided on one Worker's Compensation claim.

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## **Highlights of the May 20<sup>th</sup>, 2015 Board of Directors Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of the Minutes for the April 20, 2015 Executive Committee Meeting
- Acceptance of Check Register Report for April 2015
- Approve Financial Reports for the period ended March 31, 2015
- Approve Auxiliary Organizations for the 15/16 Coverage Year:
  - Gratton Parent Teacher Club
  - Knights Ferry Jr. High Graduation Group
  - Newman-Crows Landing USD-OHS Band Boosters
  - Yolo Band Boosters Association
  - Planada Elementary School Booster Club
  - Snelling-Merced Falls Union-SSC

### **Discussion Items:**

- Ethics Training for Board Members - CRSIG does not currently provide ethic training for our Board members or our members Board of Directors. The Executive Director recommends that CRSIG develop a mandated Ethics Training Policy for our Board members and our Members Boards that is inclusive of AB1234 and includes Duties of Directors, Liabilities and the Immunities of Directors. The Executive Director will develop a draft to discuss at a future meeting.
- The 2016 Public Agency Risk Managers Association Annual Conference has been moved from Monterey, CA due to construction at the Monterey Conference Center. The conference will be held February 23-26, 2016 at the Renaissance Indian Wells Resort & Spa.

### **Action Items:**

- The Board adopted the 2015/16 Program Operating Budgets.
- The Board adopted the 2015/16 Property and Liability non-experienced program rates. The Executive Director reported that there has been a 6.43% increase in contributions.
- The Board adopted the 2015/16 Workers' Compensation program rates. The total overall program rates have increased 10% and contributions have increased \$1,639,977.
- The Board adopted the 2015/16 Vision rates at a 0% increase effective October 1, 2015.
- The Board adopted the 2015/16 Dental rates at a 0% increase effective October 1, 2015.

- The Board adopted the 2015/16 BASIC MOC. The Executive Director is drafting CRSIG's MOC and discuss with the Board early next year for the Board to review.
- Linda Covello from Denair USD was in attendance and explained to the Board the creation of the Denair Elementary Charter School (DEAC). The Board approved DEAC as a member of the Property and Liability Program effective July 1, 2015 subject to receiving approval from the State of California.
- Adoption of the 2015/16 CRSIG Office Posting/Mailing address, Phone and Fax numbers, Website, Meeting Schedule and Authorized Signatories.

### **Administrative Reports:**

- The Executive Director reported that CRSIG will be offering a Sprinkler Inspection Fire Protection training that will be facilitated by Travelers' Insurance Company. The training will be held on July 14, 2015, is two hours long and will be offered at two locations—the CRSIG office and the Merced County Office of Education. A flyer with more information will be sent out sometime during the week of May 25<sup>th</sup>.
- The Return to Work Specialist referred to the Workers' Compensation Status Report as of April 30, 2015, included in the agenda. The report shows that for 2014-15, 78 employees had entered into temporary modified assignments and 63 employees had returned to full duty within an average of 22 days. The report also reflects that for the month of April 2015, Company Nurse had received a total of 65 calls, 28 incident only reports and 37 calls resulted in referrals for medical care.
- The Business/Program Specialist referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 4,308 employees had been trained and 240 other types of services had been provided to members as of April 30, 2015. She added that Terri Prichard is finishing up trainings as the school year comes to an end. The Business/Program Specialist also reported that she and Terri Prichard have been discussing the possibility of conducting site inspections again as we have yet to do these since 2011.

### **Executive Committee Report:**

There were no comments.

### **Closed Session:**

Settlement authorization was provided on two Workers' Compensation claims. Ratification authorization was provided on two Worker's Compensation claims.

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## **Highlights of the June 15<sup>th</sup>, 2015 Executive Committee Meeting**

### **Comments From the Public:**

There were no comments received from the public.

### **Consent Agenda:**

The following items were approved under the consent agenda:

- Adoption of the Minutes for the May 20, 2015 Board of Directors Meeting
- Acceptance of Check Register Report for May 2015
- Approve Auxiliary Organizations for the 15/16 Coverage Year:
  - Sinclair Parent Teacher Club
  - Whitnore Charter High School Parent Booster Club
  - Denair USD- Parents Supporting Education
  - Gustine USD- GHS Cheer Boosters
  - Hickman Middle School Boosters
  - Salida Elementary School Staff/Parent Association
  - Sisk Parent Teacher Group
  - Valley Home Parent Teacher Club

### **Discussion Items:**

- The Executive Director discussed the draft agenda for the Annual Board Member Forum which was included in the agenda. The Forum is scheduled to be held on August 17, 2015 at the CRSIG office. She asked the Committee to provide ideas for topics for this meeting. She suggested bringing Erik Knak of Knak & Company to discuss current issues including AED's. Scott Siegel suggested contacting Jeff Olson and Kelley Moran. The Executive Director will contact them to see if they are available to present at the Forum.
- The Executive Director discussed the draft agenda for the Executive Committee Retreat, included in the agenda. The Retreat is scheduled to be held on September 21, 2015. She requested the committee to provide feedback. The Committee requested that the Retreat be held at the CRSIG office for half of a day.

### **Administrative Reports:**

- The Executive Director reported that the preliminary audit has been postponed for a later date this week, possibly this Thursday. She also reported that the Office Technician position has become part time effective June 1, 2015. A Request for Proposal (RFP) for Workers' Compensation claims administration will be sent out to about five firms. Jennet Horder of Wells Fargo will be assisting the Executive Director with this and Wells Fargo will be doing a claims audit of York in the next few weeks of current claims. The Executive Director reminded the Committee of the recent Heads Up that was sent out regarding Athletic

Preparticipation Physical Evaluations, noting that CRSIG recommends that these evaluations be done by a medical Doctor.

- The Executive Director referred to the Workers' Compensation Status Report as of May 31, 2015, included in the agenda. The report shows that for 2014-15, 86 employees had entered into temporary modified assignments and 73 employees had returned to full duty within an average of 22 days. The report also reflects that for the month of May 2015, Company Nurse had received a total of 62 calls, 30 incident only reports and 32 calls resulted in referrals for medical care. The Executive Director added that she and the Return to Work Specialist met with Stanislaus Union School District to provide them with information on claim reporting for their participation in the Workers' Compensation program.
- The Executive Director referred to the monthly reports on services provided by Prichard Safety & Health which were included in the agenda. The report for 2014-15 showed that a total of 4,314 employees had been trained and 246 other types of services had been provided to members as of May 31, 2015.

### **Executive Committee Report:**

Scott Siegel asked the Executive Director if she could look into the possibility of insurance for Foundations that are controlled by the School District Board. She will put it on the agenda for the Retreat.

### **Closed Session:**

Settlement authorization was provided on one Workers' Compensation claim.