

Fire Agencies Self Insurance System



FDAC Employment Benefits Authority



Joint Board of Directors Meeting Agenda

**June 24, 2021
9:30 a.m.**

Dial-in Number: 1 669 900 6833 US (San Jose)

Meeting Number: 852 8153 2902

[Zoom Meeting Link](#)

This meeting will be conducted by teleconferencing in accordance with the State of California Executive Order N-29-20.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Ramona Linegar – ramona.linegar@sedgwick.com, or Carmen Berry - cberry@firebenefits.org. Requests must be made as early as possible, and preferably at least one full business day before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided less than 72 hours prior to the regular meeting will be available for public inspection by contacting Ramona Linegar – ramona.linegar@sedgwick.com or Carmen Berry - cberry@firebenefits.org.

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- 1. CALL MEETING TO ORDER; ROLL CALL**
- 2. APPROVAL OF AGENDA AS POSTED OR AMENDED**
- 3. PUBLIC COMMENTS** - This time is reserved for members of the public to address the Board relative to matters of the Fire Agencies Self Insurance System not on the agenda. Members of the public may submit comments by email in advance of the meeting by emailing Ramona Linegar – ramona.linegar@sedgwick.com or Carmen Berry - cberry@firebenefits.org no later than 5 p.m. on Wednesday, March 24, 2021. If a member of the public would like to address the Board during the meeting, the person may email Ms. Linegar during the meeting and, if timely received, Ms. Linegar will read or summarize the email to the directors. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

* Reference materials enclosed with staff report.

4. FDAC CONSENT CALENDAR

- 6** *A. Minutes of the March 25, 2021, FASIS and FDAC EBA Joint Board of Directors Meeting
 - 20** *B. Minutes of the April 19, 2021, FDAC EBA Board Meeting
 - 24** *C. Treasurer’s Report as of April 30, 2021
 - 31** *D. Approval of New Members
 - 1. Trinity Life Support CSD Effective July 1, 2021, Medical only, 10 lives
 - 2. Hayward Area Recreation District Effective July 1, 2021, Delta Dental only, 160 lives
 - 3. Forestville FPD annexing with Sonoma County Fire District Effective July 1, 2021, 7 lives will be added for dental coverage
- Recommendation: Approval of the Consent Calendar*

5. FASIS CONSENT CALENDAR – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 48** *A. Minutes of the March 25, 2021, FASIS and FDAC EBA Joint Board of Directors Meeting
 - 62** *B. Minutes of the May 12, 2021, FASIS Special Board of Directors Meeting
 - 65** *C. Amended FASIS Bylaws, Effective July 1, 2021
 - 80** *D. Treasurer’s Report for Quarter Ended March 31, 2021
 - 127** *E. Check History Report from April 1, 2021, through May 31, 2021
 - 128** *F. Internal Financial Statements for Quarter Ended March 31, 2021
 - 130** *G. PFM Investment Report as of March 31, 2021
 - 170** *H. Resolution 2021-01, Establishing Meeting Dates for the 2022 Calendar Year
 - 171** *I. Workers’ Compensation Lag Report of Industrial Injury Claims through March 31, 2021
 - 173** *J. Workers’ Compensation Claims Oversight Executive Summary through March 31, 2021
 - 178** *K. Workers’ Compensation Industry and Legislative Updates
 - 181** *L. Notices of District Merger or Annexation – Forestville Fire District, McArthur Fire Protection District, and Samoa-Peninsula Fire Protection District
 - 184** *M. MHN Employee Assistance Program – Utilization Report
 - 193** *N. 2021/22 Risk Control Plan
 - 195** *O. Board Document Review Schedule
- Recommendation: Approval of the Consent Calendar*

6. ADMINISTRATOR’S REPORT

A. FDAC EBA

The Fire District of Scotts Valley has resigned from the FDAC EBA Board; therefore, staff will be sending out a notice to current members for interest in serving on the remainder of their term. Murphys Fire District has appointed Steve Kovacs as their District representative, as Brian Wilkes has retired for Murphys.

* Reference materials enclosed with staff report.

- 7. FDAC EBA FINANCIAL MATTERS**
- 201 *A. Preliminary Operating Budget for the 2021/22 Program Year
Recommendation: Staff recommends the Board of Directors review and discuss the proposed Preliminary Operating Budget for the 2020/21 Program Year.
- 8. FASIS FINANCIAL MATTERS**
- 203 *A. Operating Budget for 2021/22 Program Year
Recommendation: Staff recommends the Board of Directors review and approve the Proposed Operating Budget for the 2021/22 Program Year.
- 9. FDAC EBA ADMINISTRATIVE MATTERS**
- A. Election by the Board of a New Vice President
Recommendation: Conduct Election to replace past Vice President Brian Wilkes.
- 220 *B. Review of the Financial Audit Request for Proposals
Recommendation: Staff recommends review of the two proposals for financial auditors for the next three years and select one.
- C. COBRA/Retiree Billing Administration RFP Results and Recommendation
Recommendation: Staff recommends review of the proposals received and action taken to select billing administrator.
- D. Experience Report
Recommendation: Discuss and provide direction to staff.
- E. Preliminary 2022 Renewal Information Report
Recommendation: Discuss and provide direction to staff.
- F. Report Status of Life/AD&D RFP: Proposals Requested from Lincoln, Hartford, MetLife and Securian
Recommendation: Discuss and provide direction to staff.
- 239 *G. Addendum to the Professional Services Agreement with Smith Moore and Associates, Inc., Dated July 1, 2021
Recommendation: Discuss and provide direction to staff.
- 10. FASIS ADMINISTRATIVE MATTERS**
- 241 A. Results of Board Member Election and Election of Officers for 2021/22
Recommendation: Staff recommends, the Board of Directors nominate and elect individuals for the positions of President and Vice President, and the President appoint the position of Treasurer.
- 243 B. Reappointment and Appointment of FASIS Representatives to the Local Agency Workers' Compensation Excess JPA (LAWCX) Board of Directors
Recommendation: Staff recommends the Board of Directors affirm the re-appointment of Fire Chief Howard Wood as the FASIS Representative and make an appointment to fill the position as the Alternate Representative to the LAWCX Board of Directors for 2021/22.
- 244 C. Report on FDAC Matters
1. FASIS & FDAC Board Liaisons

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- 245 *D. Amendments to the Memorandum of Coverage, Effective July 1, 2021
Recommendation: Staff recommends the Board of Directors approve the 2021/22 Memorandum of Coverage, effective July 1, 2021, as presented.
- 262 *E. Consideration of Contracts for Preplacement and Annual Physical Examinations
Recommendation: Staff recommends the Board of Directors review the proposals received and direct staff to execute service agreements, for on-site medical examinations with Pinnacle and 1582, beginning July 1, 2021.
- 283 *F. Resolution 2021-02, Authorizing the Continued Application of Stipend and Strike-Team Pay in Addition to an Annual Payroll Equivalency for the Purpose of Calculating Member Contributions for Safety and Non-Safety Volunteers
Recommendation: Staff recommends the Board of Directors approve Resolution 2021-02, Authorizing the Continued Application of Stipend and Strike-Team Pay in Addition to an Annual Payroll Equivalency for the Purpose of Calculating Member Contributions for District Safety and Non-Safety Volunteers.

11. FASIS SAFETY/RISK CONTROL PROGRAM

- 286 *A. Safety and Risk Control Report
Recommendation: None

12. FASIS WORKERS' COMPENSATION PROGRAM

- 294 *A. Workers' Compensation Claims Update, Athens Administrators
Recommendation: None

13. CLOSING COMMENTS

- A. Board of Directors – FDAC EBA/FASIS
B. Staff – FDAC EBA/FASIS

14. ADJOURNMENT OF FDAC EBA BOARD MEETING

15. FASIS CLAIMS MATTERS – CLOSED SESSION

Pursuant to Government Code Section 54956.95(a) and 54956.9(b)(3)(C), the Board of Directors will recess to closed session to discuss claims for the payment of workers' compensation liability incurred by a local agency member of the joint powers authority.

- A. Settlement Authority Requests:

District

East Contra Costa FPD
East Contra Costa FPD
Carmel Highlands FPD

Recommendation: None

Claimant

Castillo, Gilbert
Castillo, Gilbert
Sanico, Erik

- B. Settlement Authority Extended:

District

Southern Marin FPD
Southern Marin FPD

Claimant

Tracey, Mark
Tracey, Mark

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Southern Marin FPD

District

Novato FPD

Mammoth Lakes FPD

South Placer FPD

Ophir Hill FPD

South Placer FPD

Ross Valley FPD

Sonoma Valley FD

Sonoma Valley FD

Recommendation: None

Tracey, Mark

Claimant

Boals, Michael

Angevine, Thomas

Youngbluth, Anthony

Carson, Clinton

Zimmerman, Darren

Weston, Mark

Wheeler, Roger

Wheeler, Roger

16. FASIS CLAIMS MATTERS – REPORT FROM CLOSED SESSION

The Board will reconvene into open session and report on any action(s), or lack thereof, taken with regard to the claim(s) discussed under Agenda Item 15.A.

17. ADJOURNMENT

NOTICES: The next regular joint meeting of the FDAC EBA & FASIS Board of Directors will be held at 9:30 a.m. on Thursday, October 28, 2021, location TBD.