



Fire Agencies Self Insurance System Board of Directors' Meeting Agenda

October 20, 2016
9:30 AM

Bickmore
1750 Creekside Oaks Drive
Sacramento, CA 95833
(800) 541-4591

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need disability-related modifications or accommodations to participate in this meeting, please contact Ramona Buchanan at (800) 541-4591, ext. 1185 or (916) 244-1199 (fax). Requests must be made as early as possible and at least one (1) full business day before the start of the meeting.

Documents and material relating to an open session agenda item that are provided to the FASIS Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at: 1750 Creekside Oaks Drive, Suite 200, in Sacramento, CA 95833. The documents are also available on the FASIS website, www.fasisjpa.org.

Page

I. CALL MEETING TO ORDER; INTRODUCTIONS

II. APPROVAL OF AGENDA AS POSTED OR AMENDED

III. PUBLIC COMMENT

Members of the public may address the Board of Directors on any matter. The President reserves the right to limit the time of presentations.

IV. CONSENT CALENDAR

If any member of the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.

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| *A. Minutes of the June 23, 2016, FASIS Board of Directors Meeting | 5 |
| *B. Treasurer's Report for Quarter Ended June 30, 2016 | 18 |
| *C. Check History Report from June 1, 2016, through September 30, 2016 | 41 |
| *D. Workers' Compensation Claims Oversight Executive Summaries through March 31, 2016, and June 30, 2016 | 42 |
| *E. FASIS e-Brief, August 2016 | 54 |
| *F. MHN Employee Assistance Program – Utilization Report | 56 |
| *G. State of California, Department of Industrial Relations Self Insurance Plans Public Self Insurer's Annual Report for Fiscal Year 2015/2016 | 67 |
| *H. FASIS Workers' Compensation Lag Reports of Industrial Injury Claims for Second and Third Quarters, 2016 | 75 |

Recommendation: Approval of the Consent Calendar

V. PRESENTATION

- | | |
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| A. Plaque of Appreciation – Mr. Mark Freeman, Valley of the Moon Fire Protection District, Service on the FASIS Board of Directors | 79 |
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Recommendation: Staff recommends the Board of Directors formally recognize Mr. Freeman's contributions.

*Reference material attached

VI. FINANCIAL MATTERS

- A. Report by Investment Manager, Ms. Allison Kaune, Public Financial Management, Inc. **80**
Recommendation: None. Information only.
- *B. Amendment to FASIS Investment Policy – Investment Reports **81**
Recommendation: Staff recommends the Board of Directors approve the FASIS Investment Policy, as presented.
- *C. Draft Audited Financial Statements for the Fiscal Year Ended June 30, 2016, prepared by Sampson, Sampson & Patterson, LLP **95**
Recommendation: Staff recommends the Board of Directors accept and file the FASIS Financial Audit Report for the Fiscal Year Ended June 30, 2016.
- *D. Review of FASIS Target Equity Ratios **132**
Recommendation: For discussion and/or action, should action be deemed appropriate.
- *E. FASIS Equity Calculations at June 30, 2016 **134**
Recommendation: For discussion and/or action, should action be deemed appropriate.
- *F. Payroll Reporting Program Year 2015/2016 **156**
Recommendation: Staff recommends the Board of Directors provide direction regarding the implementation of a penalty for late or non-reporting of member quarterly payroll.
- G. EFT Vendor Payments **160**
Recommendation: Staff recommends the Board of Directors approve the implementation of the ACH EFT vendor payment method to be added to and eventually replace the current method of paper check payment.
- *H. Agreement for Professional Services – Actuarial Services **163**
Recommendation: Staff recommends the Board of Directors provide direction to negotiate a renewal agreement for professional services with Bay Actuarial Consultants or issue an RFP for Actuarial Services.

VII. JPA ADMINISTRATIVE MATTERS

- *A. FASIS Action Plan Update – 2016 to 2018 Goals & Objectives **169**
Recommendation: Staff recommends the Board of Directors review the 2016/2017 and 2017/2018 Program Year Goals & Objectives, and provide direction to staff.
- B. CAJPA Re-Accreditation Process - Update **171**
Recommendation: None. Information only.
- C. FASIS Member Update **172**
Recommendation: None. Information only.
- D. Report on FDAC Matters: **173**
 - 1. FASIS & FDAC Board Liaisons
Recommendation: None. Information only.
- E. Production and Dissemination of FASIS Board of Directors Meeting Agendas **174**
Recommendation: Staff recommends the Board of Directors approve the electronic production and dissemination of agenda packets effective immediately.

VII. JPA ADMINISTRATIVE MATTERS (continued)	175																					
*F. Draft FASIS 2016 Annual Report <i>Recommendation: Provide direction to staff.</i>																						
VIII. SAFETY/RISK CONTROL PROGRAM	201																					
*A. Safety & Risk Control Manager’s Report <i>Recommendation: None.</i>																						
IX. WORKERS’ COMPENSATION PROGRAM	204																					
*A. LAWCX Workers’ Compensation Claims Audit <i>Recommendation: For discussion and/or action, should action be deemed appropriate.</i>	204																					
B. Industry and Legislative Updates <i>Recommendation: None.</i>	220																					
C. Workers’ Compensation Claims Update, Athens Administrators <i>Recommendation: None.</i>	221																					
X. CLOSED SESSION	222																					
Closed Session Pursuant to Government Code Sections 54956.95(a) and 59456.9(b) (3) (C) to discuss claims. Pursuant to Government Code Section 54956.95(a), the Board of Directors will recess to closed session to discuss claims for the payment of workers’ compensation liability incurred by local district members of the joint powers authority.																						
A. Settlement Authority Extended by the Workers’ Compensation Program Manager:																						
<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>District</u></th> <th style="text-align: left;"><u>Claimant</u></th> <th style="text-align: left;"><u>Date of Injury</u></th> </tr> </thead> <tbody> <tr> <td>Eastern Plumas Rural FPD</td> <td>Dickinson, Marcia</td> <td>01/30/2015</td> </tr> <tr> <td>Mokelumne Hill FPD</td> <td>Spitzer, David</td> <td>12/09/2013</td> </tr> <tr> <td>Rodeo-Hercules FD</td> <td>Hanely, Charles</td> <td>09/24/2014</td> </tr> <tr> <td>Lockwood FPD</td> <td>Plant, Glen</td> <td>11/27/2012</td> </tr> <tr> <td>Quincy FPD</td> <td>Gunn, Kristopher</td> <td>05/01/2013</td> </tr> <tr> <td>Willow Oak FPD</td> <td>Martinez, Marc</td> <td>09/23/2011</td> </tr> </tbody> </table>	<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>	Eastern Plumas Rural FPD	Dickinson, Marcia	01/30/2015	Mokelumne Hill FPD	Spitzer, David	12/09/2013	Rodeo-Hercules FD	Hanely, Charles	09/24/2014	Lockwood FPD	Plant, Glen	11/27/2012	Quincy FPD	Gunn, Kristopher	05/01/2013	Willow Oak FPD	Martinez, Marc	09/23/2011	
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<i>Recommendation: None. Information only.</i>																						
XI. CLAIMS MATTERS - REPORT FROM CLOSED SESSION	223																					
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 X.A.																						
XII. BOARD OF DIRECTORS’ CLOSING COMMENTS & FUTURE AGENDA ITEMS																						
A. Board of Directors																						
B. Staff																						
XIII. ADJOURNMENT																						

NOTICE:

- The next regularly-scheduled meeting of the FASIS Board of Directors will be held at 9:30 a.m. on Thursday, March 9, 2017, at Bickmore, 1750 Creekside Oaks Drive, Suite 200, in Sacramento, CA 98533, (800) 541-4591.