



Fire Agencies Self Insurance System Board of Directors Meeting Agenda

November 30, 2017
9:30 AM

Vacaville Fire Protection District
420 Vine Street
Vacaville, CA 95688
(707) 447-2252

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 Jennifer Achterberg at (800) 541-4591, ext. 19005 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.

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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. STAFFING UPDATE

*A. Appointment of New Board Secretary

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Recommendation: Staff recommends the Board of Directors appoint Jennifer Achterberg as the Board Secretary, effective November 30, 2017.

V. CONSENT CALENDAR

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

*A. Minutes of the June 22, 2017, FASIS Board of Directors Meeting

7

*B. Treasurer's Report for Quarter Ended September 30, 2017

18

*C. Check History Report from June 1, 2017, through October 30, 2017

41

*D. Internal Financial Statements for September 30, 2017

43

*E. Workers' Compensation Claims Oversight Executive Summaries through March 31, 2017, and June 30, 2017

46

*F. FASIS e-Brief, July 2017

56

*G. State of California, Department of Industrial Relations Self Insurance Plans Public Self Insurer's Annual Report for Program Year 2016/17

58

*H. Workers' Compensation Lag Reports of Industrial Injury Claims for Second and Third Quarters, 2017

70

Recommendation: Approval of the Consent Calendar

VI. JPA FINANCIAL MATTERS

- A. Report by Investment Manager, Lesley Murphy, Public Financial Management, Inc. **74**
Recommendation: None.
- *B. Annual Review of Investment Policy **75**
Recommendation: Staff recommends the Board of Directors approve the Investment Policy for the 2017/18 Program Year, as presented.
- *C. Draft Audited Financial Statements for the Fiscal Year Ended June 30, 2017, prepared by Crowe Horwath, LLP **91**
Recommendation: Staff recommends the Board of Directors accept and file the Financial Audit Report for the Fiscal Year Ended June 30, 2017.
- *D. Review of Target Equity Ratios **125**
Recommendation: For discussion and/or action, should action be deemed appropriate.
- *E. Equity Calculations at June 30, 2017 **127**
Recommendation: For discussion and/or action, should action be deemed appropriate.

VII. JPA ADMINISTRATIVE MATTERS

- *A. Action Plan Update – 2016 to 2018 Goals & Objectives **133**
Recommendation: Staff recommends the Board of Directors review the 2016/17 and 2017/18 Program Year Goals & Objectives, and provide direction to staff.
- *B. 2018 Strategic Planning Session Agenda **135**
Recommendation: Staff requests the Board of Directors review the March 8, 2018, Strategic Planning Session agenda and provide direction as necessary.
- *C. Agreement between FASIS and Bickmore for Pool Administration Services Expiring June 30, 2018. **137**
Recommendation: Staff requests direction from the Board of Directors.
- *D. Request for Proposal for Pre-Employment & Fit-for-Duty Physical Exam Services **159**
Recommendation: Staff requests direction from the Board of Directors regarding the draft Request for Proposal for Pre-Employment Physicals, Fitness-For-Duty and Related Services.
- *E. Agreement between FASIS and the Fire Districts Association of California (FDAC) Expiring, December 31, 2017. **172**
Recommendation: Staff recommends the Board of Directors approve the renewal of a one-year agreement with FDAC, effective January 1, 2018, as presented.
- *F. New Member Approval – El Dorado Hills Fire Department, Effective January 1, 2018. **178**
Recommendation: Staff recommends the Board of Directors approve the El Dorado Hills Fire Department’s membership in FASIS, effective January 1, 2018, subject to approval from FASIS’s excess coverage providers.

VII. JPA ADMINISTRATIVE MATTERS CONT'D	
*G. Member Withdrawal – Glen Ellen Fire Protection District	183
<i>Recommendation: Staff recommends the Board of Directors approve Glen Ellen Fire Protection District's request for an early withdrawal, effective, July 1, 2017. Staff further recommends the Board of Directors approve the revocation of Glen Ellen Fire Protection District's 1st Quarter contribution invoice dated July 1, 2017.</i>	
*H. Update regarding FASIS Consolidation	185
<i>Recommendation: None.</i>	
*I. Membership in AGRiP	186
<i>Recommendation: Staff recommends the Board of Directors approve membership and participation in AGRiP.</i>	
*J. Report on FDAC Matters:	188
1. FASIS & FDAC Board Liaisons	
<i>Recommendation: None.</i>	
*K. Draft 2017 Annual Report	189
<i>Recommendation: Provide direction to staff.</i>	
VIII. SAFETY/RISK CONTROL PROGRAM	
*A. Safety & Risk Control Manager's Report	215
<i>Recommendation: None.</i>	
IX. WORKERS' COMPENSATION PROGRAM	
A. Industry and Legislative Updates	217
<i>Recommendation: None.</i>	
B. Workers' Compensation Claims Update, Athens Administrators	218
<i>Recommendation: None.</i>	
X. CLAIMS MATTERS - CLOSED SESSION	219
Closed Session Pursuant to Government Code Sections 54956.95(a) and 54956.9(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 Request to the Board of Directors	
<u>District</u>	<u>Claimant</u>
West Stanislaus FPD	Fijman, Jeffrey
	<u>Date of Injury</u>
	07/08/14
<i>Recommendation: None.</i>	
B. Settlement Authority Extended by the Workers' Compensation Program Manager:	
<u>District</u>	<u>Claimant</u>
Smith River FPD	Hill, Glenn
	<u>Date of Injury</u>
	12/23/14
North Tahoe FPD	Van Groenenbergh, David
	11/02/11
North Tahoe FPD	Van Groenenbergh, David
	03/14/14
North Tahoe FPD	Van Groenenbergh, David
	01/13/17 (CT)

West Stanislaus FPD	Saunders, Glenn	04/05/06
Mokelumne Rural FD	Peeples, Steven	07/23/07

- B. Settlement Authority Extended by the Workers' Compensation Program Manager
Cont'd:

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
Mokelumne Rural FD	Peeples, Steven	09/16/18
Mokelumne Rural FD	Peeples, Steven	11/29/09

Recommendation: None.

XI. CLAIMS MATTERS - REPORT FROM CLOSED SESSION 220

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. 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 8, 2018, at Bickmore, 1750 Creekside Oaks Drive, Suite 200, in Sacramento, CA 98533, (800) 541-4591.