



Fire Agencies Self Insurance System Board of Directors Meeting Agenda

**October 18, 2018
9:30 A.M.**

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

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Ashley Deering at (800) 541-4591, ext. 19028 or (916) 244-1199 (fax). Requests must be made as early as possible, and 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 to the FASIS Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection at 1750 Creekside Oaks Dr., Suite 200, Sacramento, CA 95833.

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| | 1. CALL MEETING TO ORDER; INTRODUCTIONS |
| | 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. 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. |
| | 4. STAFFING UPDATE |
| 5. | *A. General Staffing Update
<i>Recommendation: None, information only</i> |
| 6. | *B. Appointment of New Board Secretary
<i>Recommendations: Staff recommends the Board of Directors appoint Ms. Ashley Deering as the FASIS Board Secretary, effective October 18, 2018</i> |
| 7. | 5. CONSENT CALENDAR – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar. |
| 8. | *A. Minutes of the June 21, 2018, Board of Directors Meeting and the July 18, 2018, Special Board Meeting. |
| 20. | *B. Treasurer’s Report for Quarter Ended June 30, 2018 |
| 45. | *C. Check History Report from June 1, 2018, through September 30, 2018 |
| 46. | *D. Internal Financial Statements for September 30, 2018 |

* Reference materials enclosed with staff report.

- 49. *E. Workers' Compensation Claims Oversight Executive Summary for March 31, 2018, and June 30, 2018.
- 54. *F. FASIS E-Brief, August 2018
- 56. *G. State of California, Department of Industrial Relations Self Insurance Plans Public Self Insurer's Annual Report for Program Year 2017/18
- 68. *H. Workers' Compensation Lag Reports of Industrial Injury Claims for Second Quarter 2018
- 72. *I MHN Employee Assistance Program – Utilization Report
Recommendation: Approval of the Consent Calendar

6. **PRESENTATION**

- 132. *A. Presentation of the Cordico Mobile Application
Recommendation: For discussion and/or action, should action be deemed appropriate

7. **JPA FINANCIAL MATTERS**

- 134. *A. Report by Investment Manager, Lesley Murphy, Public Finance Management
Recommendation: None.
- 135. *B. Annual Review of Investment Policy
Recommendation: Staff recommends the Board of Directors approve the Investment Policy for the 2018/19 Program Year, as presented.
- 163. *C. Draft Audited Financial Statements for the Fiscal Year Ended June 30, 2018 prepared by Crowe Horwath, LLP
Recommendation: Staff recommends the Board of Directors accept and file the Financial Audit Report for the Fiscal Year Ended June 30, 2018.
- 196. *D. Review of Target Equity Ratios
Recommendation: For discussion and/or action, should action be deemed appropriate.
- 199. *E. Equity Calculations at June 30, 2018
Recommendation: For discussion and/or action, should action be deemed appropriate
- 204. *F. Discussion Regarding Revised Calculations for 2016/17 Program Year Payroll Audit
Recommendation: None.
- 205. *G. Report on Members Receivables Based Upon Member Districts From 2013/14
Recommendation: For discussion and/or action, should action be deemed appropriate.

- 7. JPA FINANCIAL MATTERS CONT'D**
206. *H. Member Appeal Regarding Application of Untimely or Non-submittal of Payroll Penalty
Recommendation: Staff recommends the Board of Directors approve a one-time waiver of the application of penalties for the Fort Bidwell Fire Protection District (\$160 – December 31, 2017), Gasquet Fire Protection District (\$200 – March 31, 2018), Gazelle Fire Protection District (\$170 – March 31, 2018), Milford Fire District (\$200 – March 31, 2018), and Stones Bengard Community Services District (\$114 – March 31, 2018).
- 8. JPA ADMINISTRATIVE MATTERS**
214. *A. Action Plan Update – 2018/19 to 2019/20 Goals and Objectives
Recommendation: Staff recommends the Board of Directors review the 2018/19 and 2019/20 Program Year Goals & Objectives, and provide direction to staff.
216. *B. Review of Occu-Med Member Satisfaction Surveys
Recommendation: Staff recommends the Board of Directors approve the surveys and provide direction to staff regarding distribution to the Member Districts.
227. *C. Member Survey Regarding Expansion of Services
Recommendation: For discussion and/or action, should action be deemed appropriate.
232. *D. Draft 2018 Annual Report
Recommendation: Provide direction to staff.
233. *E. Membership Update
Recommendation: Staff recommends the Board of Directors appoint an underwriting committee to assist in the underwriting and review process.
- 9. SAFETY/RISK CONTROL PROGRAM**
234. *A. Safety & Risk Control Risk Manager's Report
Recommendation: None.
- 10. WORKERS' COMPENSATION PROGRAM**
236. A. Industry and Legislative Updates
Recommendation: None.
237. B. Workers' Compensation Claims Update, Athens Administrators
Recommendation: None.
- 11. CLAIMS MATTERS - CLOSED SESSION**
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.

11. CLAIMS MATTERS - CLOSED SESSION CONT'D

238.

A. Settlement Authority Request to the Board of Directors

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
North Tahoe FPD	Whitelaw, Duane	7/19/16

Recommendation: None.

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

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
Fresno County FPD	Story, Justin	05/20/16
Orange Cove FPD	Hubbard, Steven	12/16/16
North Tahoe FPD	Baumgardner, Charles	07/20/15
Kelseyville FD	Carter, David	09/26/16
Kelseyville FD	Carter, David	09/26/16 (CT)
Kelseyville FD	Carter, David	06/01/18
Novato	Michalik, Scott	09/16/16
Moraga-Orinda FD	Whittington, John	09/20/16

239. **12. 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 11.A.

13. CLOSING COMMENTS & FUTURE AGENDA ITEMS:

- A. Board of Directors
- B. Staff

14. ADJOURNMENT

NOTICE:

- The next regular meeting of the FASIS Board of Directors will be held at 9:30 a.m. on Thursday, March 21, 2019, at Bickmore, 1750 Creekside Oaks Drive, Suite 200, in Sacramento, California.

* Reference materials enclosed with staff report.