



# Fire Agencies Self Insurance System Board of Directors Meeting Agenda

March 21, 2019  
9:30 a.m.

York  
1750 Creekside Oaks Drive, Suite 200  
Sacramento, CA 95833  
(800) 541-4591

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In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Kim Sackett at (800) 541-4591, ext. 19025 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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| <b>Page</b> | <b>1. CALL MEETING TO ORDER; INTRODUCTIONS</b>   |
|             | <b>2. APPROVAL OF AGENDA AS POSTED OR AMENDED</b>  |
|             | <b>3. PUBLIC COMMENTS</b> - 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. |
|             | <b>4. STAFFING UPDATE</b>  |
| <b>5</b>    | A. General Staffing Update<br><i>Recommendation: None</i>  |
| <b>6</b>    | <b>5. CONSENT CALENDAR</b> – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.  |
| <b>7</b>    | *A. Minutes of the October 18, 2018, Board of Directors Meeting  |
| <b>18</b>   | *B. Treasurer’s Report for Quarter Ended September 30, 2018 and December 31, 2018  |
| <b>72</b>   | *C. Check History Report from October 1, 2018, through February 28, 2019   |
| <b>74</b>   | *D. FASIS Internal Financial Statements for Quarter Ended December 31, 2018  |
| <b>78</b>   | *E. Workers’ Compensation Claims Oversight Executive Summary through September 30, 2018, and December 31, 2018   |
| <b>88</b>   | *F. Member Appeal Regarding Untimely or Non-Submission of Payroll: Scott Valley Fire Protection District   |
| <b>91</b>   | *G. Waiver of Penalty Invoices for Quarter Ending March 31, 2018   |

\* Reference materials enclosed with staff report.

- 93 \*H. Agreement between FASIS and the Fire Districts Association of California (FDAC) Expired, December 31, 2018
- 98 \*I. FASIS E-Brief, January 2019
- 100 \*J. Workers' Compensation Lag Reports of Industrial Injury Claims through September 30, 2018, and December 31, 2018
- 104 \*K. Notice of Intent to Withdraw – Chester Public Utility District
- 105 \*L. MHN Employee Assistance Program – Utilization Report
- 118 \*M. FASIS Fourth Quarter 2018 Review of Portfolio – PFM Asset Management  
*Recommendation: Approval of the Consent Calendar*

**6. PRESENTATION**

- 156 \*A. Occu-Med: Satisfaction Survey Results, Post-Exam Survey Results & Program Update  
*Recommendation: Staff recommends the Board of Directors review the information presented by Occu-Med and provide direction.*

**7. JPA ADMINISTRATIVE MATTERS**

- 173 \*A. Expansion of Services Survey Results  
*Recommendation: Staff recommends the Board of Directors review the results of the survey and provide direction.*
- 178 \*B. FASIS/FDAC EBA Consolidation Feasibility Study Update  
*Recommendation: None*
- 181 \*C. Discussion Regarding Occu-Med Member Satisfaction Survey Results  
*Recommendation: Staff recommends the Board of Directors provide direction.*
- 193 \*D. Report on FDAC Matters from FASIS & FDAC Board Liaisons  
*Recommendation: None*
- 194 \*E. Agreement between FASIS and Athens Administrators for Workers' Compensation Claims Administration Services Expiring, June 30, 2020  
*Recommendation: Staff recommends the Board of Directors approve written issuance of notice to Athens Administrators regarding an extension of service, commencing July 1, 2019, through June 30, 2020, and appoint an Ad Hoc Committee to work with staff on a Request for Proposal for Third Party Workers' Compensation Claims Administration Services.*
- 221 \*F. firestrong.org Subscription  
*Recommendation: Staff recommends the Board of Directors approve a firestrong.org subscription.*
- 222 \*G. Agreement between FASIS and Medical Health Network (MHN) for Employee Assistance Program (EAP) Services Expiring, June 30, 2019  
*Recommendation: Staff recommends the Board of Directors approve an extension of the Service Agreement between FASIS and MHN for an additional year, effective July 1, 2019, through June 30, 2020.*
- 260 \*H. Executive Director's Report – Jennifer Jobe, Executive Director
- Association of Governmental Risk Pools (AGRiP) Update
  - Pacific Gas & Electric (PG&E) Training Agreement
- Recommendation: For discussion and/or action if necessary.*

**8. MEMBERSHIP MATTERS**

- 276 \*A. Consideration of New Member – Monterey County Local Agencies Insurance Authority (MCLAIA)  
*Recommendation: Staff recommends the Board re-engage the Underwriting Committee to assist in the underwriting and review process of the Monterey County Local Agencies Insurance Authority as a member of FASIS, effective July 1, 2019.*

**9. JPA FINANCIAL MATTERS**

- 277 \*A. Draft Workers' Compensation Program Actuarial Report and Proposed Rates for 2019/20 Program Year  
*Recommendation: Staff recommends the Board of Directors accept the actuarial report, as presented.*
- 356 \*B. Preliminary Operating Budget for 2019/20 Program Year
1. Overall Rates for Coverage
  2. Excess Insurance Rate
  3. Administrative Expenses
- Recommendation: Staff recommends the Board of Directors review the Draft Budget for 2019/20 Program Year and provide direction to staff. The final Budget will be presented at the June 27, 2019, Board of Directors meeting for approval.*
- 372 \*C. Update Regarding Withdrawn Members Negative Equity Invoices  
*Recommendation: None*

**10. SAFETY/RISK CONTROL PROGRAM**

- 374 \*A. Safety & Risk Control Manager's Report  
*Recommendation: None*

**11. WORKERS' COMPENSATION PROGRAM**

- 377 A. LAWCX Workers' Compensation Claims Audit  
*Recommendation: For discussion and/or action, should action be deemed appropriate.*
- 391 B. Industry and Legislative Updates  
*Recommendation: None*
- 392 C. Workers' Compensation Claims Update, Athens Administrators  
*Recommendation: None*

**12. 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.

**393**      **A.**    Settlement Authority Request to the Board of Directors:

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
W. Stanislaus County FPD	Escobar, John	06/24/2017
Cottonwood FPD	Chadbon, Rodney	01/22/2017
Scott Valley FPD	Frick, Scott	09/15/2015
Valley Center FPD	Lucia, George	10/21/2015 CT
Cordelia FPD	Bell, Gregory	04/04/2013 CT

*Recommendation: None*

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

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
Valley of the Moon FPD	Boldt, Joseph	10/04/2017 CT
Cordelia FPD	Kemp, Allyn	01/10/2017
East Contra Costa FPD	Mathers, James	03/05/2016
Rincon Valley FPD	Morris, Charles	01/28/2016
Rincon Valley FPD	Morris, Charles	01/28/2016 CT
Carmel Highlands FPD	Sanico, Eric	08/20/2011 CT
Herald FPD	Grubba, Joseph	07/14/2016
South Lake County FPD	McCabe, Danny	08/01/2012
Diamond Springs/El Dorado	Wollesen, Karena	05/20/2016
Lathrop-Manteca FPD	Wallace, Kevin	07/22/2016

*Recommendation: None*

**394**      **13.    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.

**14.    CLOSING COMMENTS & FUTURE AGENDA ITEMS**

- A.    Board of Directors
- B.    Staff

**15.    ADJOURNMENT**

**NOTICE:**

- The next regular meeting of the FASIS Board of Directors will be held at 9:30 a.m. on Thursday, June 27, 2019, at Novato Fire Protect District, 95 Rowland Way, in Novato, California 94945.