



**Fire Agencies Self Insurance System  
Board of Directors Meeting  
\*\*AMENDED\*\* Agenda**

**October 31, 2019  
9:30 A.M.**

**Teleconference  
Dial-in Number: (631) 992-3444  
Conference Room Number: 633-232-085**

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All portions of this meeting will be conducted via teleconference in accordance with Government Code Section 54953(b). The teleconference locations are as follows:

- Sedgwick, 1750 Creekside Oaks Drive, Suite 200, Sacramento, CA 95833
- Tiburon Fire Protection District, 1679 Tiburon Blvd., Tiburon, CA 94920
- Bodega Bay Fire Protection District, 510 CA-1, Bodega Bay, CA 94923
- Ross Valley Fire Department, 777 San Anselmo Avenue, San Anselmo, CA 94960
- Novato Fire Protection District, 95 Rowland Way, Novato, CA 94945

Each location is accessible to the public, and members of the public may address the Board of Directors from any teleconference location.

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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- Page 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.
- 5 4. CONSENT CALENDAR** - If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.
- 6 \*A. Minutes of the June 27, 2019, Board of Directors Meeting**
- 18 \*B. Minutes of the July 25, 2019, Special Board of Directors Meeting**
- 21 \*C. Treasurer's Report for Quarter Ended June 30, 2019**
- 48 \*D. Check History Report from June 1, 2019, through September 30, 2019**

\* Reference materials enclosed with staff report.

- 49        \*E.    FASIS Internal Financial Statements for Quarter Ended September 30, 2019
- 52        \*F.    Workers' Compensation Claims Oversight Executive Summary  
              for June 30, 2019
- 59        \*G.    MHN Employee Assistance Program – Utilization Report
- 70        \*H.    Member Appeal Regarding Untimely or Non-Submission of Payroll: Herald  
              Fire Protection District
- 71        \*I.    FASIS E-Brief, July 2019
- 73        \*J.    Sedgwick Acquisition of York
- 75        \*K.    State of California, Department of Industrial Relations Self Insurance Plans  
              Public Self Insurer's Annual Report for Program Year 2018/19
- 87        \*L.    Workers' Compensation Lag Reports of Industrial Injury Claims for First and  
              Second Quarter 2019  
              *Recommendation: Approval of the Consent Calendar.*

89    5.    **STAFFING UPDATE**

6.    **WORKERS' COMPENSATION PROGRAM**

- 90        A.    Utilization Review Bypass Protocol for Mental Stress Claims  
              *Recommendation: Staff recommends the Board of Directors approve the  
              revised Utilization Review Bypass Protocol, effective October 31, 2019.*
- 93        B.    Workers' Compensation Claims Update, Athens Administrators  
              *Recommendation: None*
- 94        C.    Industry and Legislative Updates  
              *Recommendation: None*

95    7.    **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 Request to the Board of Directors:

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
Smith River FPD	Hill, Glen	12/23/14
Belmont-San Carlos FPD	Mota Jr., Thomas	09/14/15

*Recommendation: None*

\* Reference materials enclosed with staff report.

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

<u>District</u>	<u>Claimant</u>	<u>Date of Injury</u>
Smith River FPD	Hill, Glen	12/24/14 CT
Lake County FPD	Thoman, Adam	06/05/19
Doyle FPD	Castle, Michael	10/08/17
Humboldt FD	Cudney, Andy	10/21/01
Humboldt FD	Cudney, Andy	06/21/00
Novato FPD	Michalik, Scott	07/01/14
Novato FPD	Hamby, Keri	02/15/17
Rincon Valley FPD	MacLean, Andrew	07/10/16

*Recommendation: None*

**96 8. 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 7.A.

**9. PRESENTATION**

- 97 \*A.** Presentation of Occu-Med Quarterly Survey Results

*Recommendation: None*

**10. FINANCIAL MATTERS**

- 105 \*A.** Draft Audited Financial Statements for the Fiscal Year Ended June 30, 2019, prepared by Crowe LLP

*Recommendation: Staff recommends the Board of Directors accept and file the Financial Audit Report for the Fiscal Year Ended June 30, 2019.*

- 138 \*B.** Report by Investment Manager, Lesley Murphy, Public Finance Management

*Recommendation: None*

- 193 \*C.** Annual Review of Investment Policy

*Recommendation: Staff recommends the Board of Directors approve the Investment Policy for the 2019/20 Program Year, as presented.*

- 209 \*D.** Review of Target Equity Ratios

*Recommendation: For discussion and/or action, should action be deemed appropriate.*

- 212 \*E.** Equity Calculations at June 30, 2019

*Recommendation: Staff recommends the Board of Directors review the Program Year Equity Calculation as of June 30, 2019, and continue monitoring equity annually with no dividend release at this time.*

**11. SAFETY/RISK CONTROL PROGRAM**

- 217 \*A.** Triennial On-Site Risk Control Visits

*Recommendation: Staff recommends the Board of Directors authorize staff to issue letters on the Board's behalf to the identified non-responsive Member Districts relaying the immediate need to conduct an on-site visit as part of the District's on-going participation in FASIS.*

\* Reference materials enclosed with staff report.

220        \*B.     Safety & Risk Control Report  
              *Recommendation: None*

**12. JPA ADMINISTRATIVE MATTERS**

228        \*A.     Draft Resolution No. 2019-03, Requiring Member Districts to Participate in  
              Triennial On-Site Risk Control Visits  
              *Recommendation: Staff recommends the Board of Directors approve  
              Resolution No. 2019-03, Requiring Member Districts to Participate in  
              Triennial On-Site Risk Control Visits, effective October 31, 2019.*

230        \*B.     Consideration of Responses to Requests for Proposal for General and  
              Coverage Counsel Services  
              *Recommendation: Staff recommends the Board of Directors affirm the  
              Committee’s recommendation to engage Doug Alliston, Murphy, Campbell,  
              Alliston & Quinn, for General and Coverage Counsel services and authorize  
              staff to execute an Agreement, effective December 1, 2019.*

234        \*C.     Consideration of Responses to Requests for Proposal for Workers’  
              Compensation Claims Administration Services  
              *Recommendation: None*

235        \*D.     Draft 2019 Annual Report  
              *Recommendation: Staff requests direction from the Board of Directors.*

236        \*E.     Report on FDAC Matters  
              1. FASIS & FDAC Board Liaison  
              *Recommendation: None*

237        \*F.     Staff Report  
              1. FASIS/FDAC EBA Consolidation Feasibility Study Update  
              2. New Member Update  
              3. Update Regarding Registered Status of FASIS Member Districts  
              *Recommendation: None*

**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 26, 2020, at Sedgwick, 1750 Creekside Oaks Drive, Suite 200, in Sacramento, California.

\* Reference materials enclosed with staff report.