

# Fire Agencies Self Insurance System



## FDAC Employment Benefits Authority



### Joint Board of Directors Meeting Agenda

March 25, 2021  
9:30 a.m.

**Dial-in Number: 1 669 900 6833 US**

**Meeting Number: 863 6159 8026**

**[Zoom Meeting Link](#)**

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This meeting will be conducted by teleconferencing in accordance with the State of California Executive Order N-29-20.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation to participate in this meeting, please contact Ramona Linegar – [ramona.linegar@sedgwick.com](mailto:ramona.linegar@sedgwick.com), or Carmen Berry - [cberry@firebenefits.org](mailto:cberry@firebenefits.org). Requests must be made as early as possible, and preferably 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 less than 72 hours prior to the regular meeting will be available for public inspection by contacting Ramona Linegar – [ramona.linegar@sedgwick.com](mailto:ramona.linegar@sedgwick.com) or Carmen Berry - [cberry@firebenefits.org](mailto:cberry@firebenefits.org).

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- 1. CALL MEETING TO ORDER; ROLL CALL**
- 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. Members of the public may submit comments by email in advance of the meeting by emailing Ramona Linegar – [ramona.linegar@sedgwick.com](mailto:ramona.linegar@sedgwick.com) or Carmen Berry - [cberry@firebenefits.org](mailto:cberry@firebenefits.org) no later than 5 p.m. on Wednesday, March 24, 2021. If a member of the public would like to address the Board during the meeting, the person may email Ms. Linegar during the meeting and, if timely received, Ms. Linegar will read or summarize the email to the directors. 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.

\* Reference materials enclosed with staff report.

**4. FDAC EBA CONSENT CALENDAR** – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 7 \*A. Approval of FDAC EBA January 12, 2021 Draft Board Minutes
- 8 \*B. Treasurer’s Report as of February 28, 2021
- 18 \*C. New Groups:
  - a) Monte Rio Fire Protection District, effective March 1, 2021
- 19 \*D. Name Change - Valley of the Moon Fire Protection District to Sonoma Valley Fire District
- 29 \*E. IBNR Certification, December 31, 2020
- 31 \*F. Appointment of Lakeside Fire Protection District to Board of Directors, replacing Rescue Fire Protection District
- 32 \*G. Special District Financial Transaction Report 2019/2020 (Correspondence)  
*Recommendation: Approval of the Consent Calendar*

**5. FASIS CONSENT CALENDAR** – If a Board member would like to discuss any item listed, it may be pulled from the Consent Calendar.

- 35 \*A. Minutes of the November 5, 2020, Board of Directors Meeting
- 47 \*B. Minutes of the December 8, 2020, FASIS and FDAC EBA Joint Board of Directors Meeting
- 51 \*C. Treasurer’s Report for Quarter Ended December 31, 2020
- 90 \*D. Check History Report from October 1, 2020, through February 28, 2021
- 91 \*E. Internal Financial Statements for Quarter Ended September 30, 2020, and December 31, 2020
- 99 \*F. Fourth Quarter 2020 Review of Portfolio – PFM Asset Management
- 140 \*G. Updated FASIS 2020/21 Operating Budget
- 158 \*H. Workers’ Compensation Lag Reports of Industrial Injury Claims through September 30, 2020, and December 31, 2020
- 161 \*I. Workers’ Compensation Claims Oversight Executive Summary through September 30, 2020, and December 31, 2020
- 171 \*J. Workers’ Compensation Industry and Legislative Updates
- 174 \*K. Notices of Intent to Withdraw – Antelope Valley Fire Protection District,; Oakdale Fire Protection District; Russian River Fire Protection District
- 177 \*L. Member Receivable: Gasquet Fire Protection District
- 179 \*M. MHN Employee Assistance Program – Utilization Report
- 190 \*N. E-Brief, December 2020
- 193 \*O. Board Document Review Schedule
- 199 \*P. Annual Report at June 30, 2020  
*Recommendation: Approval of the Consent Calendar*

**6. ADMINISTRATOR’S REPORT**

- A. FDAC EBA
- B. FASIS

\* Reference materials enclosed with staff report.

- 7. FDAC EBA FINANCIAL MATTERS**
- 223 \*A. FDAC EBA Financial Audits 18/19 and 19/20  
*Recommendation: Accept and File.*
- 8. FASIS FINANCIAL MATTERS**
- 259 \*A. Draft Workers' Compensation Program Actuarial Report and Proposed Rates for 2021/22 Program Year  
*Recommendation: Staff recommends the Board of Directors accept the actuarial report, as presented.*
- 340 \*B. Preliminary Operating Budget for 2021/22 Program Year  
*Recommendation: Staff recommends the Board of Directors review the Preliminary Budget for the 2021/22 Program Year and provide direction to staff. The final Budget will be presented at the June 24, 2021, Board of Directors meeting for approval.*
- 9. FDAC EBA ADMINISTRATIVE MATTERS**
- 359 \*A. COBRA/Retiree Billing Administration Request for Proposal  
*Recommendation: Staff recommends approval to begin market evaluation.*
- 360 \*B. CAJPA Accreditation  
*Recommendation: Staff recommends the Board of Directors discuss and provide direction.*
- 366 \*C. Ratification of Approval of Coverage for Remicade  
*Recommendation: Staff recommends ratification of approval of exception of coverage.*
- 10. FASIS ADMINISTRATIVE MATTERS**
- 367 \*A. Discussion Regarding Agreement between FASIS and the Fire Districts Association of California  
*Recommendation: Staff recommends the Board of Directors discuss and provide direction.*
- 373 B. Report on FDAC Matters  
1. FASIS & FDAC Board Liaison
- 374 \*C. Discussion Regarding Pre-Employment, Periodic and Fit-for-Duty Medical Examinations  
*Recommendation: Staff recommends the Board of Directors provide direction regarding the Service Agreement between FASIS and Occu-Med.*
- 387 D. Discussion Regarding Member District Non-Compliance with Requirement to Maintain an Injury & Illness Prevention Program  
*Recommendation: Staff recommends the Board of Directors discuss and provide direction.*
- 389 E. Discussion Regarding Member District Out-of-State Employees Workers' Compensation Coverage  
*Recommendation: Staff recommends the Board of Directors discuss and provide direction.*

\* Reference materials enclosed with staff report.

- 11. GENERAL ADMINISTRATIVE MATTERS**
- 390 \*A. FDAC EBA and FASIS Memorandum of Understanding and Letter of Intent  
*Recommendation: The FDAC EBA and FASIS Ad Hoc Advisory Committee recommend the Board of Directors approve the Memorandum of Understanding and Letter of Intent between FDAC EBA and FASIS, effective March 25, 2021.*
- 396 \*B. FASIS and FDAC EBA Memorandum of Understanding and Letter of Intent  
*Recommendation The FDAC EBA and FASIS Ad Hoc Advisory Committee recommends the Board of Directors approve the Memorandum of Understanding and Letter of Intent between FDAC EBA and FASIS, effective March 25, 2021.*
- 12. FASIS SAFETY/RISK CONTROL PROGRAM**
- 402 \*A. Safety and Risk Control Report  
*Recommendation: None*
- 13. FASIS WORKERS' COMPENSATION PROGRAM**
- 411 \*A. Workers' Compensation Claims Update, Athens Administrators  
*Recommendation: None*
- 14. CLOSING COMMENTS & FUTURE AGENDA ITEMS**
- A. Board of Directors – FDAC EBA/FASIS  
B. Staff – FDAC EBA/FASIS
- 427 **15. ADJOURNMENT OF FDAC EBA BOARD MEETING**
- 428 **16. FASIS 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>     |
|---------------------------|---------------------|
| Mokelumne Rural County FD | McEntire, J. Walt   |
| Rodeo-Hercules FPD        | Ronchetto, Nicholas |
| Rodeo-Hercules FPD        | Ronchetto, Nicholas |
| Anderson FPD              | Brown, Darrell      |
- Recommendation: None*
- B. Settlement Authority Extended by the Workers' Compensation Program Manager:
- | <u>District</u>          | <u>Claimant</u>  |
|--------------------------|------------------|
| Lake County FPD          | Trudell, Jason   |
| Ross Valley Fire Service | Olivotti, Jesse  |
| Novato FPD               | Bowlds, Alex     |
| Salinas FPD              | Calender, Curtis |
| Salinas FPD              | Calender, Curtis |
- Recommendation: None*

\* Reference materials enclosed with staff report.

**17. FASIS CLAIMS MATTERS – REPORT FROM CLOSED SESSION**

Pursuant to Government Code Section 54957.1, 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 16.A. and 16.B.

**18. ADJOURNMENT OF FASIS BOARD MEETING**

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**NOTICES:** The next regular joint meeting of the FDAC EBA & FASIS Board of Directors will be held at 9:30 a.m. on Thursday, June 24, 2021.