

BUTTE SCHOOLS SELF-FUNDED PROGRAMS

BOARD OF DIRECTORS

**December 10, 2019
Butte County Office of Education
Oroville, California**

MINUTES

Directors:

Member	Director – Management	Director – Labor
Biggs Unified	Pam Ragan	Dave Browning
Butte County Office of Education	Karen Finley	Debbie Haggard
Butte-Glenn Community College	Heather Dwyer, Alternate	John Soldate
Chico Unified	Kevin Bultema	Kevin Moretti
Durham Unified	RJ Anderson	
Gridley Unified	Heather Naylor	Vacant
Manzanita Elementary	Brittany LaRose	Lora Askea
Oroville City Elementary	Absent*	Carla Held
Oroville Union High	Susan Watts	Chello Metcalf
Palermo Union	Ruthie Anaya	Kimberly Solano
Paradise Unified	Absent	
Thermalito Union	Cody Walker	n/a
Bangor Union Elementary, Golden Feather Union Elementary, and Pioneer Union Elementary	Vacant	Absent

**Andrew James, Oroville City Elementary School District, attended the meeting via telephone. As the meeting was not publicized as telephonic, he is not included in the votes.*

Staff: Christy Patterson.....Executive Director
Nicole Strauch.....Senior Benefits/Administrative Assistant

Guests: Christine KernsAlliant Employee Benefits
Leah Ledda.....Alliant Employee Benefits

A. CALL TO ORDER

President Ruthie Anaya called the meeting to order at 2:06 p.m.

B. VOICE AND DECLARATION OF A QUORUM

Executive Director Christy Patterson conducted a voice and declared that a quorum of directors and votes was present with a total of 18 of 24 directors and 67 of 82 weighted votes.

C. AGENDA

Motion: Approve agenda as posted.		Directors	Votes
	Yes	18	67
Made by: Kevin Moretti	No	0	0
Seconded by: David Browning	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

D. PUBLIC COMMENTS

There were none.

E. CONSENT AGENDA

Mrs. Patterson requested that the item E.1.c. be pulled from the agenda for corrections.

Motion: Approve consent agenda as presented, with item E.1.c. excluded.		Directors	Votes
	Yes	18	67
Made by: Heather Naylor	No	0	0
Seconded by: RJ Anderson	Absent	6	15
Motion passed by unanimous vote of the directors present.			

F. REPORT / ACTION ITEMS

1. Consultant's Report: Leah Ledda, Alliant Employee Benefits, reviewed the quarterly compliance update.
2. Executive Director's Report:
 - a. Financial Reports as of October 31, 2019: Mrs. Patterson reviewed the year-to-date financial statements through October 31, 2019.
 - b. Health and Wellness Centers: Mrs. Patterson reported on updates at the Health and Wellness Centers, including the hiring of David Robbins, PAC, as a full-time provider in Chico, the recent meeting with candidate to serve as a part-time MD and Healthstat's new mental health services offering, Ment4Me.
 - c. Other: Mrs. Patterson reviewed items included within the previously-distributed packet, including recent EAP utilization, options for additional mental health support services, CAJPA accreditation, October, 2019 open enrollment activity, the SISC Symposium, Hinge Health and member communications.

G. DISCUSSION / ACTION ITEMS

Employee Benefits

1. Voluntary Benefits and Open Enrollment Support: Mrs. Patterson and Christine Kerns, Alliant Employee Benefits, reviewed the process of the Executive Committee in evaluating options for voluntary benefits and open enrollment support. The Executive Committee's recommendation for American Fidelity as BSSP's voluntary benefits provider was discussed. Ms. Kerns reported that American Fidelity has reduced its hospital indemnity rates by 10% but that the accident rates were part of a state-wide filing and could not be reduced. It was noted that districts and employees were not required to participate in voluntary benefits but that doing so through BSSP would provide the employer with additional vendor management support through BSSP/Alliant and the employees additional open enrollment counseling options. It was also noted that employees desiring to have premiums pre-tax or to purchase voluntary benefits would be required to meet with an American Fidelity representative for the 2020 Annual Enrollment.

Motion: Approve American Fidelity as the BSSP-sponsored voluntary benefits partner effective October 1, 2020.		Directors	Votes
	Yes	18	67
Made by: John Soldate	No	0	0
Seconded by: Carla Held	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

2. Coverage for Trustees of Member Districts:

Motion: Effective October 1, 2020, provide member district trustees with the option to a) migrate to tiered retiree rates, b) seek other coverage, or c) require districts to pay a minimum \$400 annual stipend in order for trustees to be eligible for active rates.		Directors	Votes
	Yes	18	67
Made by: Kevin Moretti	No	0	0
Seconded by: John Soldate	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

3. Pre-Employment Drug Testing Services: Mrs. Patterson reported that drug testing would be the same as that for DOT random screening and that lift testing for purposes of fitness for duty at time of hire or reassignment would also be evaluated. Mrs. Patterson also indicated a definitive timeline was not yet set but would be developed.

Motion: Offer pre-employment (urine) drug testing and lift testing services at the HWCs.		Directors	Votes
	Yes	18	67
Made by: Kevin Moretti	No	0	0
Seconded by: Pam Ragan	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

4. Core Benefits as of October 1, 2020:

- a. Annual Enrollment Timeline: John Soldate asked that staff consider allowing the annual enrollment period to extend to August 31, 2020 be considered.

Motion: Provide the 2020 Annual (Open) Enrollment Period from no later than May 1 through July 31, 2020.		Directors	Votes
	Yes	18	67
Made by: Kevin Bultema	No	0	0
Seconded by: John Soldate	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

- a. Medical: .

Motion: Make no changes to the master menu of medical plans effective October 1, 2020.		Directors	Votes
	Yes	18	67
Made by: John Soldate	No	0	0
Seconded by: Karen Finley	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

- b. Dental:

Motion: Make no changes to the master menu of dental plans, or the underlying benefits therein, effective October 1, 2020.		Directors	Votes
	Yes	18	67
Made by: Pam Ragan	No	0	0
Seconded by: Kevin Moretti	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

- c. Vision: It was the consensus of the directors to wait until vision pricing was available to determine if additional benefit enhancements would be made.

Administration

Cody Walker joined the meeting at 2:54 p.m.

2. Policy Reviews and Revisions

- a. Annual Review of Policy 1.15, Conflict of Interest: The policy was reviewed and no changes were proposed.
- b. Annual Review of Policy 2.2, Investments: The policy was reviewed and no changes were proposed.

3. Revised 2019-2020 Budget

Motion: Adopt Revised Budget as presented.		Directors	Votes
	Yes	19	70
Made by: Carla Held	No	0	0

Seconded by: Kevin Bultema	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

4. Strategic Action Plan: Mrs. Patterson reviewed updates and changes to the Strategic Action Plan.
5. Annual Self-Evaluation: There were no comments regarding the results of the annual self-evaluation.
6. Annual review of Governance Handbook:

Motion: Adopt the Governance Handbook as presented, reflecting updates to current directors as needed.		Directors	Votes
	Yes	19	70
Made by: Kevin Bultema	No	0	0
Seconded by: Kevin Moretti	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

7. Board and Executive Committee Reconfiguration:

There was discussion regarding the role of the Executive Committee and it was the consensus of the directors represented that the Executive Committee continue to evaluate the Executive Director and work on other projects as directed by the Board of Directors.

Motion: Effective July 1, 2020, remove the directors on behalf of Bangor, Golden Feather and Pioneer Union Elementary School Districts and provide that both Chico Unified School District and Butte-Glenn Community College District each have a seat on the Executive Committee and that the remaining officers and representatives to the Executive Committee be elected from the Board of Directors at large (remove banded representation).		Directors	Votes
	Yes	19	70
Made by: Kevin Bultema	No	0	0
Seconded by: Pam Ragan	Absent	6	15
Motion passed by unanimous voice vote of the directors present.			

H. CLOSED SESSION

President Anaya moved the meeting to closed session at 4:07 p.m. to discuss lease of real property (Government Code Section 54956.8) and significant exposure to litigation (Government Code Section 54956.9(b)).

At 4:11 p.m. President Anaya returned the meeting to open session and reported that no action had been taken.

I. ITEMS FROM THE DIRECTORS

Pam Ragan announced that she was resigning from Biggs Unified effective December 31, 2019, and that this would be her last meeting. Many directors thanked her for her service to BSSP.

All labor directors and those representing Chico Unified and Butte Glenn Community College District left the meeting at 4:15 p.m. Brittany LaRose also left the meeting at 4:15p.m.

Property and Liability

J. CONSENT AGENDA

Motion: Approve as posted.		Directors	Votes
	Yes	7	25
Made by: Heather Naylor	No	0	0
Seconded by: Susan Watts	Absent	4	14
Motion passed by unanimous vote of the directors present.			

K. EXECUTIVE DIRECTOR'S REPORT

1. BASIC JPA: Mrs. Patterson reported on recent meeting topics at BASIC, including exploring options for excess property and liability coverage.
2. StopIT!: Mrs. Patterson indicated that excess liability carriers continue to value programs such as StopIT!.
3. AB 281, Damages: Childhood Sexual Assault: Statute of Limitations: Mrs. Patterson reviewed recent developments associated with the passage of AB281, which essentially provides for an unlimited statute of limitations. She also reported that she will be developing a model for defense and/or damage coverage for claims during periods when districts may no longer be covered (pre-1983) as carriers are no longer in operation, etc.

L. DISCUSSION / ACTION ITEMS

1. Memorandum of Liability Coverage:
 - a. Effective July 1, 2019, Endorsements D and E

Motion: Approve Endorsements D and E, retroactive to July 1, 2019, as presented.		Directors	Votes
	Yes	7	25
Made by: Pam Ragan	No	0	0
Seconded by: RJ Anderson	Absent	4	14
Motion passed by unanimous voice vote of the directors present.			

- b. Effective July 1, 2020: For Endorsement B, Claims Subject to High Risk Deductible, directors requested proposed language regarding requiring proof of insurance and an additional insured endorsement for all independent contractors or vendors on campus and that licensed lifeguards be required for field trips with swimming activities.

2. 2019/20 Risk Management Activities:

Motion: Commission a safety inspection for all properties in the spring of 2020.		Directors	Votes
	Yes	7	25
Made by: Karen Finley	No	0	0
Seconded by: RJ Anderson	Absent	4	14
Motion passed by unanimous voice vote of the directors present.			

- 3. Property and Liability Claim Audit: The results of the claim audit were reviewed.
- 4. Policy 5.9, High Risk Deductibles: The draft revisions to the policy were reviewed; Mrs. Patterson was directed to amend the final policy for adoption at the next meeting.
- 5. Contrarian Proposal re PGE Claim:

Motion: Approve Contrarian offer.		Directors	Votes
	Yes	7	25
Made by: Pam Ragan	No	0	0
Seconded by: RJ Anderson	Absent	4	14
Motion passed by unanimous voice vote of the directors present.			

6. Withdrawal from BASIC JPA:

Motion: Authorize Executive Director to provide notice of withdrawal to BASIC JPA by January 31, 2020, for property and/or liability coverage, if deemed necessary.		Directors	Votes
	Yes	7	25
Made by: Pam Ragan	No	0	0
Seconded by: Heather Naylor	Absent	4	14
Motion passed by unanimous voice vote of the directors present.			

M. ADJOURNMENT

The meeting adjourned at 4:58 p.m.

Respectfully submitted,


Christy R. Patterson
Executive Director