



**San Mateo County Schools Insurance Group**  
**JPA BOARD MEETING**  
**MEETING SUMMARY**

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San Mateo County Schools Insurance Group	Thursday, November 9, 2022
<b>Meeting Location:</b> 101 Lincoln Ave. Daly City, CA 94014	3:00 p.m.
Second Meeting – 2022-2023	

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**Members Present**

Patrick Gaffney– President  
 Josie Peterson, Vice President  
 Valerie Miller  
 Marites Fermin  
 Mei Chan  
 Jesus Contreras  
 Amanda Bonivert  
 Ted O  
 Erica Hays  
 Tina VanRaaphorst  
 Connie Ngo  
 Rick Edson  
 Christine Gong  
 Elizabeth Veal  
 Rui Bao  
 Mariana Solomon  
 Michael Lauro  
 Minette Manio  
 Roberta Zarea

**Members Absent**

**Meeting Minutes**

The May 19, 2022, meeting minutes was approved unanimously.

**Consent Agenda**

The consent agenda items F1-F5 were approved unanimously.

## **Target Equity Analysis**

Jim Marta provided a twenty-year equity analysis showing the minimum target equity, actual equity, and other factors for all programs. The most recent year, 21-22, the information is unaudited. Dental and Vision programs also show subscribers per year and the ratio for claim cost per subscriber.

## **Early Rate Indications**

Matt Gowan presented Insurance Market Trends.

- **Excess liability continues to be a challenge**
  - Underwriters' scrutiny on sexual abuse / misconduct coverages
- **Cyber Liability**
  - Marketplace stabilizing after several years of dramatic claims development.
  - Security standards across the marketplace: Multi-factor authentication, planning and training (and frequency), reasonable patching schedule / plan, IT security budgets, email security.

## **Executive Director Contract Renewal**

The JPA board decided to table the action item to be brought back to the board in calendar year 2023, predicated on the understanding that there is an existing contract with the Executive Director that expires in June 2023. The Board wishes to incorporate an evaluation instrument into the agreement with the director. There are members who wish to volunteer with sharing a draft evaluation instrument. The Board wishes to have time to review and approve the evaluation instrument prior to sharing it with the Executive Director. The Executive Director would be presented with the employment agreement and evaluation instrument in calendar year 2023.

## **CAJPA Presentation**

A CAJPA representative presented the Accreditation with Excellence plaque.

SMCSIG was measured according to a rigorous set of standards addressing governing documents, administrative contracts, government rules, insurance coverages, accounting and finance, actuarial standards, claims management and operational management. Within these categories there are hundreds of criteria that were met without exception.

## **Healthcare Consortium**

The JPA board approved the HCC's request to become a SMCSIG Sub-Program.

This program would require some initial expense on the part of the SMCSIG membership, but it would add an additional program that would be available to all SMCSIG members. Operating expense will be paid as an assessment to the SMCSIGHCC and its Associate Member. These expenses will involve: Claims Administration, Data Administration Cost, Additional SMCSIG staff, and Brokerage Fee. The program will also invite Associate Members from outside San Mateo County.

**Conflict of Code Policy Review**

The JPA Board approved SMCSIG's Conflict of Interest Policy.

**Investment Policy**

The JPA Board approved SMCSIG's Investment Policy required by Government Code Section 53646(a). SMCSIG funds are invested in two institutions: the Chandler Asset Management and California State Local Agency Investment Fund (LAIF).

The board also approved changing "will" to "shall" in section IV. Objectives: Return on Investments section, page 395 in the agenda packet.

**2022/2023 Meeting Calendar**

The next Executive Committee Meeting is scheduled for January 5, 2023.