



SAN MATEO COUNTY SCHOOLS
INSURANCE GROUP
—A Public Entity—

SAN MATEO COUNTY SCHOOLS INSURANCE GROUP
JPA BOARD MEETING MINUTES
Minutes of November 9, 2022
Jefferson Elementary School District
Daly City, CA

Adoption of the Agenda

Marites Fermin moved to adopt the Agenda. Mei Chan seconded the motion.

Vote: Patrick Gaffney	Aye
Josie Peterson	Aye
Valerie Miller	Aye
Tina Van Raaphorst	Aye
Marites Fermin	Aye
Mei Chan	Aye
Amanda Bonivert	Aye
Connie Ngo	Aye
Rick Edson	Aye
Christine Gong	Aye
Rui Bao	Aye
Mariana Solomon	Aye
Michael Lauro	Aye
Minette Manio	Aye
Roberta Zarea	Aye
Jesus Contreras	Aye
Ted O	Aye
Erica Hays	Aye

Motion passed.

Approval of Minutes

Marites Fermin moved to approve the Minutes. Josie Peterson seconded the motion.

Vote: Patrick Gaffney	Aye
Josie Peterson	Aye
Valerie Miller	Aye
Tina Van Raaphorst	Aye
Marites Fermin	Aye
Mei Chan	Aye
Amanda Bonivert	Aye
Connie Ngo	Aye
Rick Edson	Aye
Christine Gong	Aye
Rui Bao	Aye
Mariana Solomon	Aye
Michael Lauro	Aye
Minette Manio	Aye
Roberta Zarea	Aye
Jesus Contreras	Aye
Ted O	Aye
Erica Hays	Aye

Motion passed.

Approval of the Consent Agenda

Consent Agenda items included – Ratification of Property/Liability Check Register, Ratification of Accounts Payable, Deposit Permit Summary, Quarterly Interest Report, and Quarterly Financial Report. Tina Van Raaphorst moved to approve the Consent Agenda items. Jesus Contreras seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.

CAJPA Presentation

A CAJPA representative presented the Accreditation with Excellence plaque. Amanda Bonivert made the motion to approve. Marites Fermin seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.

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. Michael Lauro made the motion. Amanda Bonivert seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.

Healthcare Consortium

The JPA board approved the HCC’s request to become a SMCSIG Sub-Program. Tina Van Raaphorst made the motion. Rui Bao seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.

Conflict of Code Policy Review

The JPA Board reviewed and approved SMCSIG’s Conflict of Interest Policy. Marites Fermin made the motion to approve. Jesus Contreras seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.

Investment Policy Review

The JPA Board reviewed and approved SMCSIG’s Investment Policy required by Government Code Section 53646(a). The board also approved changing “will” to “shall” in section IV. Objectives: Return on Investments section, page 395 in the agenda packet. Marites Fermin made the motion to approve. Mei Chan seconded the motion.

Vote:	Patrick Gaffney	Aye
	Josie Peterson	Aye
	Valerie Miller	Aye
	Tina Van Raaphorst	Aye
	Marites Fermin	Aye
	Mei Chan	Aye
	Amanda Bonivert	Aye
	Connie Ngo	Aye
	Rick Edson	Aye
	Christine Gong	Aye
	Rui Bao	Aye
	Mariana Solomon	Aye
	Michael Lauro	Aye
	Minette Manio	Aye
	Roberta Zarea	Aye
	Jesus Contreras	Aye
	Ted O	Aye
	Erica Hays	Aye

Motion passed.