



Schools Program Alliance

c/o Alliant Insurance Services

Corporation Insurance License No. 0C36861

2180 Harvard Street, Suite 460, Sacramento, CA 95815

SCHOOLS PROGRAM ALLIANCE

February 10, 2025 Board Of Directors Teleconference

Meeting Minutes

Members Present:

Butte Schools Self-Funded Programs (BSSP)	Christy Patterson
Butte Schools Self-Funded Programs (BSSP)	Nicole Strauch
North Bay Schools Insurance Authority (NBSIA)	Andrew Obando
North Bay Schools Insurance Authority (NBSIA)	Karen Antunes
North Bay Schools Insurance Authority (NBSIA)	Jan DeGracia
Redwood Empire Schools Insurance Group (RESIG)	Cindy Wilkerson
Redwood Empire Schools Insurance Group (RESIG)	Sandy Manzoni
Schools Insurance Authority (SIA)	Brooks Rice
Schools Insurance Authority (SIA)	Debrah Sherrington
Schools Insurance Authority (SIA)	Phil Brown
Schools Insurance Authority (SIA)	Amy Russell
Schools Insurance Authority (SIA)	Josh Arnold
Schools Insurance Authority (SIA)	Olivia Nelson
Schools Insurance Group (SIG)	Kelli Hanson
Schools Insurance Group (SIG)	Gabbi Daniel
Central California Schools Authority (CCSA)	Alan Caeton
Central California Schools Authority (CCSA)	Jeff Pierce

Consultants & Guests

Dan Madej, Alliant Insurance Services	Jim Wilkey, Newfront
Michelle Minnick, Alliant Insurance Services	Eileen Massa, Newfront
Jenna Wirkner, Alliant Insurance Services	Ryan Telford, AmWins
Pam Dominguez, Alliant Insurance Services	Chris Tambo, AmWins
Tony Soto, Alliant Insurance Services	Byrne Conley, Gibbons & Conley

A. CALL TO ORDER, ROLL CALL, QUORUM

Ms. Cindy Wilkerson called the meeting to order at 10:03 a.m. and welcomed the board. The above-mentioned members were present constituting a quorum.

B. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Christy Patterson

SECOND: Brooks Rice

**MOTION CARRIED
UNANIMOUSLY**

C. PUBLIC COMMENT

There were no public comments.

SPA is a Partnership of California Public Entity Joint Powers Authorities



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D. CONSENT CALENDAR

1. Minutes of SPA Board Teleconference Meeting January 13, 2025
2. Byrne Conley Engagement Letter
3. Actuary Agreement

It was noted that the name on the agreement was listed incorrectly as Schools Property Alliance and should be updated to reflect the correct name Schools Program Alliance.

A motion was made to approve the Consent Calendar with the change to the actuary agreement as noted.

MOTION: Andrew Obando

SECOND: Brooks Rice

**MOTION CARRIED
UNANIMOUSLY**

E. MEMBER PROGRAM AND IDEA SHARING

Kelli Hanson noted that SIG hosted a Mold training session and it was successful and was willing to share information that was presented. Alan Caeton indicated that Kynd has been working with their members with a successful review of their services. Cindy Wilkerson reminded members that they have created an HR Hotline and could be scaled up to the SPA level if there is interest.

Pam Dominguez and Tony Soto provided the Board with information about the Student Accident Insurance. After a review of the coverage and a discussion it was noted that the Program Administration will bring back rates for review at the next meeting.

F. GENERAL ADMINISTRATION AND FINANCIAL REPORTS

F.1.A. STANDING COMMITTEE AND TASK GROUP UPDATES – COST ALLOCATION WORK GROUP

Dan Madej provided that Chris Nahas is still working on items and we will have another meeting before the March Board meeting and we anticipate bringing this back to the March meeting.

F.1.B. STANDING COMMITTEE AND TASK GROUP UPDATES – PROPERTY CLAIMS TASK FORCE

Josh Arnold provided a review of the recent efforts of the task force and noted they will be meeting next week and noted that they are working through subrogation issues.

F.1.C. STANDING COMMITTEE AND TASK GROUP UPDATES – LIABILITY CLAIMS TASK FORCE

Olivia Nelson provided that she will be sending out dates for a meeting that will occur soon. Members of this task force are: Jeff, Christy, Sandy, Andrew, Karen and Jan.



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F.1.D. STANDING COMMITTEE AND TASK GROUP UPDATES – PROPERTY APPRAISAL TASK FORCE

Debrah Sherrington provided the Board with a review the groups recent discussions – it was noted that we will be acquiring pricing. Members of this task force: Michelle, Marcus, Sandy, Debrah.

F.1.E. STANDING COMMITTEE AND TASK GROUP UPDATES – PROPERTY PROGRAM LOSS CONTROL AD HOC COMMITTEE

Sandy Manzoni noted they will be meeting after PARMA so members should be looking for a doodle poll to set up a meeting date.

F.1.F. STANDING COMMITTEE AND TASK GROUP UPDATES – SPA REINSURER’S CLAIMS TPA – AD HOC COMMITTEE

In favor of moving forward with Engle Martin – Dan Howell noted that it would designated at renewal so any claim filed after 7/1/2025 would be handled by Engle Martin.

F.1.G. STANDING COMMITTEE AND TASK GROUP UPDATES – MARKETING WORK GROUP

Members were impressed with the marketing material that were included. Jim Wilkey noted that we used these as part of discussions with the Bermuda underwriters. The AmWins team was impressed and will be sharing as part of the marketing they will do for the upcoming renewal.

F.2. STRATEGIC PLANNING OBJECTIVES

Dan Howell provided a short review of the Strategic Action Plan and noted that we have invited Byrne Conley to attend today to discuss the potential move to become an Entity JPA.

F.3. DRAFT GOVERNING DOCUMENTS FOR ENTITY JPA

- 1. Joint Exercise of Powers Agreement**
- 2. Bylaws**
- 3. Participation Agreement – Property**
- 4. Participation Agreement - Liability**

Dan Howell noted that at the August meeting SPA started to explore the concept of restructuring as an entity JPA. Byrne Conley was additionally present and provided comments about his review of the Draft Governing Documents for Entity JPA. After a discussion regarding the wording of the documents there was direction to change some of the language. It was requested this item be brought back to the next meeting to incorporate the changes noted.

F.4. MANAGING MEMBER FINANCIAL UPDATE

Phil Brown provided a review of the SPA Financial Report for the period ending September 30, 2024 and noted there may be an adjustment needed once the actuary completes their report.



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Members were additionally encouraged to spend their Loss Control Grant Funds. We anticipate having the 12/31/24 financial the next meeting.

A motion was made to accept the Managing Member Financial Report.

MOTION: Alan Caeton

SECOND: Christy Patterson

**MOTION CARRIED
UNANIMOUSLY**

F.5. POLLUTION

Dan Howell provided the Board with a review of the Pollution application information that would be needed if the SPA group decided to begin a pollution program for members. After a discussion about coverage under a pollution policy it was noted this would be brought back to the March meeting to help determine how to set up the placement and an expectation of the costs.

G.1. PROPERTY PROGRAM – 2025 PROPERTY (AND APD) RENEWAL UPDATE

Dan Madej provided a review of the data collection and noted that we are closer to the submission date and we are on track for the renewal. Additionally, Ryan Telford provided the Board with comments regarding other renewals and how the market has been affected by the Southern California Wildfires. It was mentioned that a request has been sent out for the ADA counts which will be used in the ADWRP renewal. Lastly, it was mentioned the first loss for the APD placement occurred which may affect renewal rates.

G.2. SPA REINSURER'S CLAIMS TPA AD HOC COMMITTEE RECOMMENDATION

Dan Howell noted that the general consensus was to transition to Engle Martin for claims handling starting at the first of the next fiscal year so any new claims submitted after July 1, 2025 would be handled by the new claims team, while McLarens would continue to handle claims that are currently open. It was additionally noted that the carriers will be notified of the new Engle Martin relationship and no agreement is needed as this would be included in the reinsurance agreements with the carriers.

A motion was made to approve this arrangement with Engle Martin effective July 1, 2025.

MOTION: Brooks Rice

SECOND: Kelli Hanson

**MOTION CARRIED
UNANIMOUSLY**

G.3. CHANGE TO OCCURRENCE DEFINITION – FUTURE DEDUCTIBLE METHODOLOGY FOR MULTI-MEMBER CAT LOSSES

Phil Brown reviewed the proposed recommendation and indicated that this is following the same process approved for the CAT 2419 loss. After a discussion Dan Howell provided they would work to formalize the Property Claims Handling P&P to include Engle Martin as the new claims team effective July 1, 2025, include the addition of Josh Arnold and memorialize the intent to



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have one combined member deductible for billing to the excess insurance carriers, and that within the SPA risk pool each member would maintain their own.

G.4. MR OCIP PARTICIPATION

Dan Howell provided the Board with a short review of the MR OCIP program and members discussed the upcoming projects they were aware of. Members requested information about the MR OCIP program be shared so discussions can be had with underlying members.

H.1. LIABILITY PROGRAM – RENEWAL UPDATE

Jim Wilkey provided a review of the renewal status for the Liability Program and the current status of the placement as well as the marketing efforts underway.

I. INFORMATION ITEMS

Dan Madej polled the Cost Allocation Task Force and member generally agreed they would be available for a meeting on February 27th to meet with Chris Nahas.

J. ADJOURNMENT

The meeting was adjourned at 1:04 P.M.

NEXT MEETING DATE: March 10, 2025 via Teleconference

Respectfully Submitted,

Signed by:

Cindy Wilkerson

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Cindy Wilkerson, Chairperson

4/22/2025

Date