

Tri-County Schools Insurance Group

Executive Committee Meeting Agenda

Friday, April 23, 2021 at 9:30 AM

NO GATHERING will be held at the TCSIG Board Room

ATTENDEES

Officers

Sutter Union High School Dist.	Ryan Robison	President
Glenn County Office of Ed.	Randy Jones	Vice President
Sutter County Supt. of Schools	Ron Sherrod	Secretary- Absent

Directors

Brittan	Staci Kaelin
Colusa County Office of Ed.	Serena Morrow, Aaron Heinz
Feather River College	David Burris
Franklin Elementary School Dist.	Lisa Shelton
Lake Tahoe Community College	Shelley Hansen- Absent
Maxwell Unified School Dist.	Danielle Wilson
Modoc Joint Unified School Dist.	Tom O'Malley
Pierce Joint Unified School District	Daena Meras
Plumas Lake Elementary School Dist.	Ajit Kang
Sierra Plumas Joint Unified	Laraine Sei
Wheatland Elementary School Dist.	Craig Guensler
Yuba City Unified School District	Robert Shemwell
Yuba Community College Dist.	Kuldeep Kaur- Absent
Yuba County Office of Education	Mary Pa Hang- Absent

Employee Benefits Advisory Committee (EBAC)

Plumas Lake ESD	Heather Fowles
Sutter County Supt. of Schools	Monica Tejada- Absent

Consultants

Acorn Health Group	Suzette Campbell
Advisor to TCSIG Executive Board	Mathew D. Evans
HealthComp	Jim Bouskos, Renee Stout, Justin Fillmore
Lozano Smith	Nick Clair
USI	Steve Freeman

Staff

Chief Financial Officer	Lynn Whitlock
Finance and Operations Manager	Marisa Garramore
Administrative Clerk	Becca McIntosh

Visitors

- A. Call to Order
President Ryan Robison called the meeting to order at 9:32AM.

- B. Flag Salute

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C. Roll Call

- a. Establish a Quorum

D. Public Comments

This is an opportunity for members of the public to address the Executive Board on any matter within the Executive Board's jurisdiction that is listed or not listed on the Agenda. To ensure fair and equal treatment of all who appear before the Executive Committee, and to expedite Executive Committee business, speakers will be limited to three minutes. The three-minute per speaker time limitation may be extended for good cause by the President, or by the majority vote of the executive committee. Anyone wishing to be placed on the Agenda for a specific topic should contact the TCSIG office and submit correspondence at least 10 days before the desired date of appearance.

No public comment.

E. Consent Agenda

- a. Approval of Minutes: March 26, 2021
- b. Approval of Payments: March 2021
Motion to approve March 26, 2021 minutes and March 2021 payments: Aaron Heinz
Second: David Burris
Motion passed

Sutter Union High School Dist.	Ryan Robison	Yes
Glenn County Office of Ed.	Randy Jones	Yes
Sutter County Supt. of Schools	Ron Sherrod	Absent
Brittan	Staci Kaelin	Yes
Colusa County Office of Ed.	Serena Morrow	Yes
Feather River College	David Burris	Yes
Franklin Elementary School Dist.	Lisa Shelton	Yes
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Sierra Plumas Joint Unified	Laraine Sei	Yes
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Yuba City Unified School District	Robert Shemwell	Yes
Yuba Community College Dist.	Kuldeep Kaur	Absent
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F. Reports

- a. President's Report
President Ryan Robison addressed the board saying Billie Jean King once said "pressure is a privilege- it only comes to those who earn it" and "as TCSIG basks in the glow of another 0% rate increase there is still pressure to make a good decision regarding Property/Casualty coverage. TCSIG will be faced with a tough decision, do we stand our

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ground and protect our MOC or do we go with a cheaper, easier path? There is no pressure to make a quick decision but there is pressure to make a good one.”

G. Information and Discussion Items

a. Health Comp: Jim Bouskos

i. HC Online:

1. Demo
2. Customization

Jim Bouskos provided an update on the HealthComp transition and stated there have been a few issues but they have been able to get them fixed within 24 hours and no one went without service. He then introduced Justin Fillmore who has been working on an online enrollment form for TCSIG. The anticipated launch date is 07/01/21. Mr. Fillmore provided a walkthrough demo of the online enrollment form and explained how it will work for each district and the employees. He stated HealthComp currently has bi-weekly meetings to review the status of the project and answer any questions the team has on the form, if any.

b. TCSIG – Lynn Whitlock, Marisa Garramore, Becca McIntosh

- i. Open Enrollment
- ii. Newsletter
- iii. Planning Meeting
- iv. Meeting Calendar
- v. Portico

Lynn Whitlock presented an overview of TCSIG’s 2021 Open Enrollment. She stated Open Enrollment started on April 15th and will run to May 31st. The board was shown the Open Enrollment email, flyers, and guide that were sent to each district.

Marisa Garramore informed the board that TCSIG has been working on the newsletter and that it should be mailed next week and showed a copy of the issue cover. The newsletter will be mailed to members, posted on the tcsig website and emailed to each district.

Ms. Garramore provided an update on the TCSIG Annual Planning Meeting which will be held in September. The rooms have been reserved along with a larger meeting room to accommodate social distancing and the Firehouse restaurant has been booked for dinner both nights. Ms. Garramore said that there will be a full schedule this year and the Firehouse offers a better option for a presentation because it is quieter.

Ms. Garramore also presented the board with the proposed 2022 Executive Committee meeting calendar. TCSIG has condensed the annual meeting count to seven for the 2022 year and may be able to go to six if it is possible. She asked the board to please review the meeting dates and let TCSIG staff know if there are any issues. The resolution will be brought before the board in the June meeting.

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Becca McIntosh provided an update on the portico project. She stated she has been working with Webb Construction and the City of Yuba City on permit approval. All plan revisions and required testing had been complete and Webb Construction is able to pick up the permit today. Construction is due to start on April 30th and they will be starting with the new ADA parking spots and ramps so patients and members will be able to access those parking spots safely during construction. Ms. McIntosh also stated the tenants have been cooperative and seem to be excited about the updates to the building. She also noted that the elevator remodel is tentatively scheduled for June 4-5 with the inspection being on June 7th.

- c. Acorn Health Group – Suzette Campbell
 - i. Construction project
 - ii. Biometric Screening

Suzette Campbell reviewed construction plans for 1174/1176 Live Oak Blvd. She said they will be doing renovations to 1176 Live Oak Blvd to make more office space and exam rooms. They are currently working on measurements, blueprints, and they anticipate 4-6 weeks for permitting. Once permits are received, they anticipate it being a 30-day construction since it is a tenant improvement project.

Ms. Campbell then provided an update on the annual Biometric Screenings. She stated the Wellness Center has had a lot of questions about the screening and they are working on setting up which lab tests they will run. This year they are expanding the test panel to help catch issues before they start. The Wellness Center is planning on having members complete the blood draw through a Quest Lab and then the results will be sent to the TCSIG Wellness Center where a provider will review the results so they can review them with the member. To schedule the Biometric Screening members will be able to use the Healow app. If a member does not have the app they will be able to contact the Wellness Center for assistance. Currently the Wellness Center is planning to this new Biometric Screening program up and running in October 2021.

- d. Lozano Smith: Nick Clair
 - i. Record Retention Policy

Nick Clair reviewed TCSIG's current record retention policy to see if it matches up with current law or how it can be updated. For TCSIG the law that applies for records retention are those that apply to school districts.. Mr. Clair proposed a class system for TCSIG records, class 1 permanent records, class 2 optional records, and class 3 disposable records. Class 2 will be kept for 5-10 years then can be reclassified as class 3. Once a record is class 3 it would be kept for 3 more years then a list of class 3 records would be taken to the board for approval before being destroyed.

Entered closed session at: 10:47AM

H. Closed Session

- a. Claims (1) pursuant to Subdivision (b) 54956.95 and 6276.26

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- b. Personnel Pursuant to Section 54957(b) and Section 54957.6
- c. Report on status of programs and contracts pursuant to Government Code Section 54950; 6276.02 and 54956.87; 6276.30; 6276.44; 6276.48; 11126; 6254.25(h)(ii)
- d. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code 54956.9)
Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9
Three potential cases

Returned to open session at: 12:10PM
No action to report from closed session.

I. Action Items

- a. Approve FY 2020/2021 Budget for Recommendation to the JPA Board
Motion to table action item A to next meeting: Danielle Wilson
Second: Aaron Heinz
Motion passed

Sutter Union High School Dist.	Ryan Robison	Yes
Glenn County Office of Ed.	Randy Jones	Yes
Sutter County Supt. of Schools	Ron Sherrod	Absent
Brittan	Staci Kaelin	Yes
Colusa County Office of Ed.	Serena Morrow	Yes
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Yuba City Unified School District	Robert Shemwell	Yes
Yuba Community College Dist.	Kuldeep Kaur	Absent
Yuba County Office of Education	Mary Pa Hang	Absent

Entered closed session at: 12:22PM
Returned to open session at: 12:36PM
No action to report from closed session.

J. Items for Next Agenda

Approve FY 2020/2021 Budget for Recommendation to the JPA Board

K. Adjournment

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Motion to adjourn meeting: Daena Meras

Second: Danielle Wilson

Meeting adjourned at: 12:39PM

Motion Passed

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Sutter County Supt. of Schools	Ron Sherrod	Absent
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