

**CONTRA COSTA COUNTY SCHOOLS INSURANCE GROUP  
ANNUAL BOARD OF DIRECTORS MEETING MINUTES  
Thursday March 24, 2016  
Contra Costa County Schools Insurance Group, Conference Room  
550 Ellinwood Way, Pleasant Hill, CA**

**Present were:**

***Board of Directors:***

Sheri Gamba, President	West Contra Costa USD
Margaret Kruse, Secretary	Brentwood USD
Julie Bautista	Acalanes Union High SD
Wendy Richard	Byron SD
Eugene Huff	CCCCD
Derek Pinto	John Swett USD
Cindy Friedmann	Knightsen SD
Lenee Cadotte	Lafayette SD
Diane Deshler	Martinez USD
Kathy Bell	Moraga SD
Cindy Peterson	Oakley UESD
Teresa Sidrian	Orinda Union SD
Keith Rogenski	San Ramon Valley USD
Kevin Collins	Walnut Creek SD

***Staff:***

Bridget Moore, Executive Director	CCCSIG
Joe Emmett, Chief Financial Officer	CCCSIG
Erica Williamson, HR/Communications Mgr.	CCCSIG
Karen Ward, Claims Manager	CCCSIG
Denise Schreiner, Health & Safety Svcs. Mgr.	CCCSIG

***Guests:***

Roberta McCreary	McCreary & Associates
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**1. CALL TO ORDER**

The meeting was called to order at 9:13 a.m. by President Gamba.

**2. OPENING PROCEDURES**

**2.1 Roll Call**

**3. PUBLIC COMMENT**

**3.1 Items on the Agenda**

No public comment items.

**3.2 Items of Interest to the Public**

No items of interest to the public.

**4. AGENDA REVIEW AND ADOPTION**

Motion was made by Cadotte to approve Agenda as presented; second by Huff. AYES: Gamba, Bautista, Kruse, Richard, Pinto, Friedmann, Peterson, Sidrian, Rogenski & Collins. ABSENT: Bell, Deshler, Faircloth, Clark (Castro Valley), Clark (CCCOE), Robbins, Cooksey, Gonzales, Forrester & Stubbs.

**5. GENERAL ADMINISTRATIVE AND FINANCIAL ITEMS**

**5.1 Approve Minutes of Board Meeting Held on March 26, 2015**

Motion was made by Richard to approve Agenda as presented; second by Collins. AYES: Gamba, Bautista, Kruse, Cadotte, Pinto, Friedmann, Peterson, Sidrian, Rogenski & Huff. ABSENT: Bell, Deshler, Faircloth, Clark (Castro Valley), Clark (CCCOE), Robbins, Cooksey, Gonzales, Forrester & Stubbs.

**5.2 Election of Directors to the Executive Committee**

Current Directors Bell, Forrester and Kruse have terms expiring on June 30, 2016. All incumbents have expressed interest in continuing on the Executive Committee. Motion was made by Cadotte to re-elect incumbent Executive Members for the upcoming three fiscal years as presented; second by Huff. AYES: Gamba, Bautista, Kruse, Richard, Pinto, Friedmann, Peterson, Sidrian, Rogenski & Collins. ABSENT: Bell, Deshler, Faircloth, Clark (Castro Valley), Clark (CCCOE), Robbins, Cooksey, Gonzales, Forrester & Stubbs.

**5.3 Election of Officers for FY2016/17**

Incumbent Officers Gamba, Forrester and Kruse have expressed interest in continuing their leadership roles. No one else has expressed an interest. Motion was made by Huff to re-elect Gamba as President; Forrester as Vice-President and Kruse as Secretary for FY2016/17; second by Rogenski. AYES: Gamba, Bautista, Kruse, Richard, Pinto, Friedmann, Peterson, Sidrian, Cadotte & Collins. ABSENT: Bell, Deshler, Faircloth, Clark (Castro Valley), Clark (CCCOE), Robbins, Cooksey, Gonzales, Forrester & Stubbs.

**5.4 Overview of Program Rate for 8 FYs and Program Rate and Actuarial Report for FY2016/17**

The Program Rates for the past 8 fiscal years, along with the current program rate and experience modification factors were reviewed with the Board of Directors. No action was necessary for this item.

**5.5 Approve Workers' Compensation Administrative Budget for FY2016/17**

The CFO reviewed budget worksheets and the summary of assumptions that were taken into consideration in preparing the budget (2016/17 Budget Assumptions/Changes) and which were reflected in the proposed budget. Motion was made by Kruse to approve the Budget as presented; second by Richard. AYES: Gamba, Bautista, Huff, Rogenski, Pinto, Friedmann, Peterson, Sidrian, Cadotte & Collins. ABSENT: Bell, Deshler, Faircloth, Clark (Castro Valley), Clark (CCCOE), Robbins, Cooksey, Gonzales, Forrester & Stubbs.

**5.6 CCCSIG Strategic Planning Workshop**

Consultant Roberta McCreary facilitated this portion of the meeting. Mission and Vision statements were reviewed along with CCCSIG's long-term Strategic Goals. Roberta McCreary led the Group in a SWOT discussion and planning session. No action was necessary for this item.

**6. ADJOURNMENT**

The meeting was adjourned at 3:10 p.m.

Respectfully submitted,



Secretary of the Board of Directors  
Contra Costa County School Insurance Group