

**CONTRA COSTA COUNTY SCHOOLS INSURANCE GROUP
SPECIAL FINANCE SUBCOMMITTEE MEETING MINUTES
Thursday, January 14, 2016
Contra Costa County Schools Insurance Group
550 Ellinwood Way, Pleasant Hill, CA**

Present were:

Finance Subcommittee:

Kathy Bell	Moraga SD
Bill Clark	CCCOE
Kevin Collins	Walnut Creek SD
Joe Emmett, CFO	CCCSIG
Bridget Moore, Executive Director	CCCSIG

1. CALL TO ORDER

The meeting was called to order by Joe Emmett at 8:08 a.m.

2. PUBLIC COMMENT

2.1. Items on the Agenda

No items of interest to the public.

2.2. Items of Interest to the Public

No items of interest to the public.

3. FINANCIAL ITEMS

3.1 Approve Minutes of Finance Subcommittee Meeting held October 8, 2015

The subcommittee reviewed the minutes of the October 8, 2015 subcommittee meeting. Motion was made by Bell to approve the minutes as presented; second by Collins.

3.2 Discuss Payroll Reporting and Equity Allocation Report

The subcommittee discussed the Payroll Reporting model and the results that were discussed at the October 22, 2015 Executive Committee meeting. The corrected premiums generated by the model using 941wages did not appear to achieve the goal of distributing overall premiums to each district on an appropriate pro rata basis. The discussion centered around what the best source is to use for reporting actual wages(Gross Wages(1000's & 2000's accounts), DE-9(DE-6), or 941). It was noted that Workers Compensation benefits are determined using Gross Wages, so using the 1000's and 2000's accounts would be the most appropriate.

4. ADJOURNMENT

There being no further business, motion was made by Collins to adjourn at 8:47 a.m.; second by Clark.

Respectfully submitted,

Joseph R. Emmett
Chief Financial Officer
Contra Costa County Schools Insurance Group