



## AGENDA

### **WHITTIER AREA SCHOOLS INSURANCE AUTHORITY BOARD MEETING**

**Friday, June 27<sup>th</sup>, 2024, at 10:00 a.m.**  
<http://wasia.tricitiesrop.org>

[Join the meeting now](#)

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*In compliance with the Americans with Disabilities Act, note that if you are a disabled person and need disability-related modification or accommodation in order to participate in this meeting, please contact Jaslynn McDermott by phone at (951)275-5629, or by email at [jaslynn.mcdermott@sedgwick.com](mailto:jaslynn.mcdermott@sedgwick.com). Requests must be made as early as possible and at least one full business day prior to the start of the meeting.*

#### **I. CALL TO ORDER**

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. ROLL CALL** **Action 23/24-735**

<i>District</i>	<i>Location</i>	<i>Member</i>
Los Nietos School District	8324 Westman Ave. Whittier, CA 90606	<b>Mr. Doug McMasters</b> President
El Rancho School District	8910 E. Slauson Ave. Pico Rivera, CA 90660	<b>Ms. Gioconda Padilla</b> Board Member
Pupil Transportation Cooperative	8324 Westman Avenue Whittier, CA 90606	<b>Ms. Joanne Gallegos</b> Board Member
South Whittier School District	11200 Telechron Ave. Whittier, CA 90605	<b>Mr. Aubrey Craig</b> Board Member
Tri-Cities Regional Occupational Program	10800 Benavon St. Unit E	<b>Mr. Daniel Barajas</b> Secretary/Treasurer
Whittier City School District	7211 Whittier Ave. Whittier, CA 90602	<b>Dr. Raquel Gasporra</b> Vice President
Little Lake City School District	10515 Pioneer Blvd. Santa Fe Springs, CA 90670	<b>Ms. Liz Seymour</b> Board Member
East Whittier City School District	14535 Whittier Blvd. Whittier, CA 90605	<b>Ms. Marianne Sarail</b> Board Member

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## Sedgwick:

Vice President, Client Services  
Client Services Director  
JPA Administrator  
WC Team Lead, Claims  
Claims Adjuster  
Claims Examiner

Ms. Amanda Garcia  
Mr. Erik Baumle  
Ms. Jaslynn McDermott  
Ms. Bernadette Bates  
Ms. Alexandra Morales  
Ms. Alysha Stockton

## Vendors:

Auditor, Christy White

Ms. Heather Rubio

## **IV. ESTABLISHMENT OF QUORUM**

**Information 23/24-736**

## **V. PUBLIC COMMENTS**

*This time is reserved for members of the public to address the Board relative to matters of WASIA that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.*

## **VI. APPROVAL / CHANGES TO AGENDA**

**Action 23/24-737**

*Recommended Action: Review and approve the agenda of June 27<sup>th</sup>, 2024.*

## **VII. OPENING COMMENTS**

**Information 23/24-738**

- A. BOARD COMMENTS
- B. CLAIMS MANAGER/ADMINISTRATOR COMMENTS

## **VIII. INFORMATIONAL REPORTS**

### A. QUARTERLY LOSS CONTROL REPORT

**Information 23/24-739**

*A representative from Sedgwick Loss Control will present an informational report regarding Whittier Area Schools Insurance Authority loss control efforts.*

## **IX. JPA ADMINISTRATION**

### A. EXCESS INSURANCE RENEWAL FY 24/25

**Action 23/24-740**

*Recommended action: Approve the excess insurance for FY 24/25.*

### B. LOSS CONTROL CONTRACT

**Action 23/24-741**

*Recommended Action: Review and approve the renewal contract incorporating Loss Control Services to the WASIA program.*

### C. DEFENSE ATTORNEY FEES

**Action 23/24-742**

*The Board will discuss the proposition to increase Valencia & McWhorter's hourly rate.*

*Recommended action: If in agreement, approve the hourly rate increase.*

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D. ELECTION OF OFFICERS FY 2024/25 **Action 23/24-743**  
*Recommended action: Review and take action to elect officers of the Board.*

E. ESTABLISH MEETING SCHEDULE **Action 23/24-744**  
*Recommended action: Review and approve JPA meeting schedule for FY 2024/25.*

F. OFFICIAL AND CORRESPONDENCE ADDRESS **Action 23/24-745**  
*Recommended action: Establish and approve the JPA's official address for business, correspondence, and posting notice for FY 2024/25.*

G. AUTHORIZE WARRANT SIGNATURES FY 2024/25 **Action 23/24-746**  
*Recommended action: Designate authorized signatories and execute an Authorization of Signatures form for 2024/25.*

H. BOOKKEEPER CONTRACT **Action 23/24-747**  
*Recommended action: Review and approve the renewal bookkeeper contract expiring June 30, 2027.*

## **X. FINANCIAL REPORTS**

A. RECEIVE FINANCIAL AUDIT REPORT **Action 23/24-748**  
PERIOD ENDING JUNE 30, 2023  
*A representative from Christy White will present the Financial Audit report for period ending June 30, 2023.*  
*Recommended Action: Receive and accept report as final.*

B. RECEIVE FINAL BUDGET **Action 23/24-749**  
*Recommended action: Receive, approve, and file the budget for fiscal year 2024-2025.*

C. QUARTERLY TREASURER'S REPORT **Information 23/24-750**  
*Informational reports regarding Members 'current Safety Credit and Rate Stabilization amounts.*

D. TRUST ACCOUNTS **Action 23/24-751**  
*Recommended action: Approve the closure of the B of A Trust Account and transfer the balance to the Wells Fargo Trust Account increasing the escrow balance accordingly.*

## **XI. CONSENT CALENDAR**

**Information/Action 23/24-752**

*If the Board would like to discuss any item listed, it may be pulled from the Consent Calendar.*

A. APPROVAL OF MINUTES – May 17<sup>th</sup>, 2024

B. AUTHORITY CORRESPONDENCE

C. APPROVAL OF PAYMENTS (June 2024)

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## XII. CLOSED SESSION

**Action 23/24-753**

*Pursuant to Government Code Section 54956.95(a), the Board will hold a closed session to discuss any or all claims listed on the agenda. The confidential claims reports will be collected after the discussion at the meeting. Each Member should destroy his/her copy after the meeting.*

### A. SETTLEMENT RATIFICATIONS

**Action 23/24-753A**

*Recommended action: Review and Authorize the ratification of the following claims.*

Claim Number	Claimant	Member
402105BCB0B-0001	Luisa Tatoyan	East Whittier City School District
4A22020UFK8-0001	Yvonne Chamalbide	East Whittier City School District
WASS-013901	Sandra Raygoza	Whittier City School District
40200818FCF-0001	Efren Estrada	East Whittier City School District
4020060FE25-0001	Efren Estrada	Whittier City School District

### B. MEDICAL MANAGED CARE

**Information 23/24-753B**

*Informational reports regarding medical managed care services.*

### C. QUARTERLY FREQUENCY ANALYSIS

**Information 23/24-753C**

*Informational reports regarding the frequency of workers' compensation claims reported in fiscal year.*

### D. QUARTERLY PUPIL TRANSPORTATION

**Information 23/24-753D**

#### COOPERATIVE CLAIM REVIEW

*Review of open workers' compensation claims for Pupil Transportation Cooperative.*

## XIII. REPORT FROM CLOSED SESSION

*Report from Closed Session: Pursuant to Government Code Section 54957.1, the Board must report in open session any action taken in closed session.*

## XIV. CLOSING COMMENTS

- A. Board Member Comments
- B. Claims Manager/Administrator Comments

## XV. AGENDA ITEMS FOR NEXT MEETING – September 20<sup>th</sup>, 2024

### Per JPA Timeline:

1. Quarterly Loss Control Presentation (Sedgwick)
2. Quarterly Frequency Analysis (Sedgwick)
3. Quarterly PTC Claim Review (Sedgwick)
4. Quarterly Treasurer's Report (Bookkeeper)
5. Bi-Annual Investment Presentation (Invst Co.)
6. Confirm Board Alternates (Board)
7. Annual Review of Investment Policy (Board)
8. Payroll Audit Prepared (Bookkeeper)

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9. Information Guide Distribution

(Sedgwick)

**XVI. ADJOURNMENT**

**Action 23/24-754**

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