



# California Schools JPA<sup>SM</sup>

## RISK MANAGEMENT

### VIDEO-CONFERENCING MEETING LOCATIONS:

Individual site locations are listed for participating Board members.

### ZOOM CONFERENCE LINK:

Copy and Paste onto your browser:

<http://www.csjpa.org/csrm-bod>

### Public Record Inspection Location

1950 S. Sunwest Lane,  
Suite 100  
San Bernardino, CA 92408

## CALIFORNIA SCHOOLS RISK MANAGEMENT BOARD OF DIRECTORS MINUTES WEDNESDAY, JUNE 14, 2023 – 1:00 P.M. VIRTUAL MEETING ONLY

### BOARD MEMBERS

Melanie Olson-Zavala  
Eric Hart  
Lisa Porter  
Douglas Beaton  
Patricia Lawson (Alt)  
Lori Isom,  
Lisa Bailey  
Jenn Baker  
Damita Walton  
Shauna Warnock  
Minda Stackelhouse  
Kerry Castillo  
Beiwei Tu  
Joe Sanchez  
Ivan Tani  
Robert Chacon  
Jennifer Sharp (Alt)  
DeShawn Dickinson  
Dr. Eric Vreeman

### MEMBER DISTRICTS

Adelanto Elementary School District  
Alta Loma School District  
Baldy View ROP  
Barstow Unified School District  
BestNet  
Central School District  
Chaffey Community College District  
Copper Mountain Community College District  
Etiwanda School District  
Hesperia Unified School District  
Oro Grande School District  
Rim of the World Unified School District  
Riverside Community College District  
San Bernardino County Superintendent of Schools  
San Gabriel Valley ROP  
Snowline Joint Unified School District  
Victor Elementary School District  
Victor Union High School District  
Yucaipa-Calimesa Joint Unified School District

### LOCATIONS OF VIRTUAL PARTICIPATION

1214 INDIANA COURT, REDLANDS, CA 92374, CRY-ROP BUSINESS SERVICES  
DEPARTMENT  
1134 SOUTH BARRANCA AVENUE, GLENDORA, CA 91740, SAN GABRIEL VALLEY ROP  
BUSINESS OFFICE  
760 EAST BRIER DRIVE, SAN BERNARDINO, CA 92408, SBCSS TECHNOLOGY SERVICES  
DEPARTMENT  
3801 MARKET STREET, RIVERSIDE, CA 92501, RIVERSIDE COMMUNITY COLLEGE  
DISTRICT ADMINISTRATIVE OFFICE  
11824 AIR EXPRESSWAY, ADELANTO, CA 92301, ADELANTO ELEMENTARY SD, RISK



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### **RISK MANAGEMENT**

#### MANAGEMENT AND BENEFITS OFFICE

8316 RED OAK STREET, RANCHO CUCAMONGA, CA 91730, CENTRAL SD BUSINESS SERVICES OFFICE

6061 EAST AVENUE, ETIWANDA, CA 91701, ETIWANDA SD, BUSINESS SERVICES OFFICE

760 EAST BRIER DRIVE, ROOM #290, SAN BERNARDINO, CA 92408, SBCSS

RISK MANAGEMENT SERVICES/HUMAN RESOURCES DEPARTMENT

8560 ALIENTO ROAD, LUCERNE VALLEY, CA 92356, LUCERNE VALLEY USD BUSINESS SERVICES OFFICE

12219 2ND AVENUE, VICTORVILLE, CA 92392, VICTOR ELEMENTARY SD, RISK MANAGEMENT DEPARTMENT

13911 PARK AVENUE, SUITE 100, VICTORVILLE, CA 92392

6162 ROTARY WAY, JOSHUA TREE, CA 92277, COOPER MOUNTAIN COLLEGE, BUSINESS SERVICES OFFICES

12797 3RD STREET, YUCAIPA, CA 92399, YUCAIPA-CALIMESA JT USD, DISTRICT EDUCATION CENTER, BUSINESS SERVICES OFFICE

4075 NIELSON ROAD, PHELAN, CA 92371, SNOWLINE JT USD, ADMINISTRATIVE OFFICE, RISK MANAGEMENT

1900 ERIN DRIVE, NEEDLES, CA 92363, NEEDLES USD SUPPORT OFFICE BOARD ROOM

9390 BASELINE ROAD, ALTA LOMA, CA 91701, ALTA LOMA SD, ADMINISTRATIVE SERVICES DEPARTMENT

551 SOUTH AVENUE H, BARSTOW, CA 92311, BARSTOW USD OFFICE OF RISK MANAGEMENT

15576 MAIN STREET, HESPERIA, CA, 92345, HESPERIA USD OFFICE OF BUSINESS SERVICES - RISK MANAGEMENT

6162 ROTARY WAY, JOSHUA TREE, CA 92252, COPPER MOUNTAIN COMMUNITY COLLEGE DISTRICT, HUMAN RESOURCES OFFICE, BELL CENTER

777 NORTH F STREET, SAN BERNARDINO, SAN BERNARDINO CITY USD OFFICE, RISK MANAGEMENT OFFICE 1<sup>ST</sup> FLOOR

### **OTHERS PRESENT**

Javier Gonzales	California Schools JPA
Teresa Saenz	California Schools JPA
Melissa Hernandez	California Schools JPA
Kimberly Escandon	California Schools JPA
Yolanda Comer	California Schools JPA
Kandy Delgado	California Schools JPA
Sofia Alba	California Schools JPA
Julie Leggin	California Schools JPA
Felipe Garcia	California Schools JPA
Kennedy Vu	California Schools JPA
MaryAnn Boice Ceja	California Schools JPA
Sandy Avina	California Schools JPA
Lucia Garcia	California Schools JPA
Sherri Williams	California Schools JPA
Jennifer Collins	California Schools JPA
Britany Wooten	California Schools JPA



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## RISK MANAGEMENT

Robert Feldhake	JPA Counsel
David Mudgway	Alliant Insurance Service
Angela Hatley	Alliant Insurance Service
Pam Dominguez	Alliant Insurance Service
Cynthia Ye	Alliant Insurance Service
Ziruo Wang	Aon Consulting
Diane Allen	Carl Warren & Co.
Denise Eklund	Carl Warren & Co.
Kelly Ogle	Carl Warren & Co.
Karin Valenzuela	PRISM
Misael Peraza	Sedgwick
Stephanie Millhollan	Sedgwick
Tom Veale	Tristar
John Roberts	Tristar
Delina Gonzaga	Tristar
M. Morell	Tristar
Neil Butterbaugh	

### 1.0 **CALL TO ORDER**

Vice President Robert Chacon called the meeting to order at 1:08 p.m. after confirmation of a quorum present.

#### 1.1 APPROVE AGENDA FOR THE BOARD OF DIRECTORS MEETING OF JUNE 14, 2023

Vice President Chacon called for a motion to approve the Board of Directors meeting agenda for June 14, 2023, as presented.

Motion: Joe Sanchez - Second: DeShawn Dickinson

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman

Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.

### 2.0 **PUBLIC COMMENTS**

Vice President Chacon asked if there were any public comments for today's meeting; there were none.

### 3.0 **CONSENT CALENDAR**

#### 3.1 APPROVAL OF MINUTES FROM THE BOARD OF DIRECTORS MEETING OF APRIL 19, 2023

Vice President Chacon called for a motion to approve Consent Calendar Item 3.1, the minutes from the April 19, 2023, Board of Directors meeting, as presented.

Motion: DeShawn Dickinson - Second: Joe Sanchez



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### **RISK MANAGEMENT**

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman  
Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.

#### **4.0 CHIEF EXECUTIVE OFFICER AND COMMITTEE REPORTS**

##### **4.1 CHIEF EXECUTIVE OFFICER'S REPORT**

During his report, CEO Javier Gonzales reviewed the CSRM Mission Statement and presented a goal from the current CSRM Strategic Plan: Fiscal Responsibility. He explained how the JPA protects the organization's net assets to support safety, quality of care, and long-term stability. Gonzales thanked the board members on various CSRM committees for their commitment, loyalty, and support to service members.

Gonzales also recognized the CSRM staff for supporting the organization and its members. He thanked JPA Counsel Robert Feldhake for his continuous support of the JPA Alliant Risk Services and the many CSRM partners who support the JPA and its members. He provided a staffing update, stating that the JPA Senior Marketing Specialist interviews have concluded, and he hopes to receive a response soon. The Risk Manager II has been selected, and the Office Specialist III is flying and closing soon.

Gonzales reported that the JPA met with 32 member districts regarding the Experience Modification (Ex-Mod). He also stated that the CEO and CFO would continue to have in-person meetings with various members, CSRM staff meetings with the Executive Cabinet, Risk Managers, and other support staff, and district board meetings.

Regarding JPA Communications, Gonzales mentioned that the 2023 CSJPA Annual Conference will occur at the Disney Grand Californian Resort on November 5-7, 2023. The full agenda is nearly complete, and excellent keynote speakers have been secured. A conference planning group has been formed, comprising members from CSRM and the sister JPA, CSEBA. Gonzales also mentioned that Julie Leggin attended a PARMA event on May 17, 2023. On today's agenda, several items are listed under Item 9.0 Communications, including the complete CSRM Strategic Plan and the Underwriting Guidelines for members to review.

Gonzales also reviewed the recent Roundtable Discussion and shared the Safety Matters topics sent to all Board members. He also shared the members of CSRM and what PRISM Committees they are a part of. Lastly, he thanked Ajay Mohindra with Victor Elementary School District for his commitment and time as a member of the Executive, Financial, and Board of Directors Committee and congratulated him on his upcoming retirement.



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### RISK MANAGEMENT

#### 4.2 CLAIMS COMMITTEE REPORT

Sandy Avina gave an update on the recent activities of the Claims Committee, which comprises seven members with one vacancy. Their last meeting was held on May 9, 2023, and the following updates were discussed:

- Carl Warren is actively recruiting candidates to fill the vacancy.
- CSRSM is currently negotiating with the TPAs for an updated contract with an annual renewal option for Workers' Compensation.
- PRISM presented the audit results for both Workers' Compensation TPAs.
- CSRSM previously negotiated a contract with Pulpstream/Venforce Inc. to provide software for a Return-to-Work Pilot Program.

Sandy announced that the next Claims Committee meeting is scheduled for August 10, 2023, at 2:00 PM.

#### 4.3 COMMUNITY COLLEGE FOCUS GROUP REPORT

MaryAnn Boice-Ceja updated the Community College Focus Group's recent activities. The group met via Zoom on May 09, 2023, to discuss the Deadly Weapons Response Program. The agenda covered insurance coverage from Alliant, prevention services from CrisisRisk, quarterly legislative updates, and upcoming training, meetings, and resources.

During the meeting, Pamela Dominguez, VP of Alliant, discussed the insurance coverage for the Deadly Weapons Response Program, and Harry W. Rhulen, Esq., CEO of CrisisRisk, presented information on prevention services, the notification process, and response services. Case scenarios were also presented as examples of program utilization, and members could participate in Q&A sessions throughout the discussion.

In addition, members were provided with a quarterly legislative update, which focused on two bills that went into effect in January 2023: SB 367 (Hurtado), which pertains to student safety and opioid overdose reversal medication, and AB 2260, which relates to emergency response and trauma kits for "stop the bleed."

The discussion concluded with a brief update on upcoming training, meetings, and resources provided to members regarding the deadly weapons response program.

MaryAnn announced that via Zoom, the upcoming Community College Focus Group session will be held virtually on Wednesday, August 02, 2023. The discussion topic for this session will be student accidents.

#### 4.4 GOVERNANCE AND OPERATIONS COMMITTEE REPORT



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### **RISK MANAGEMENT**

Julie Leggin reported on the activities of the Governance and Operations Committee. On April 26, 2023, the Committee came together to assess the resources CSRM should provide its members regarding Critical Incident Response. Unfortunately, events such as active shooters, natural disasters, staff suicide, the accidental or sudden death of district/CCD employees, and threats to staff members have become more frequent. Therefore, the Committee believes that immediate crisis counseling services are essential to provide emotional support, mental health assistance, and stress management, specifically for employees in such situations for a CSRM member. The Committee reviewed a bid from Health Advocate for Critical Incident Response services.

The Governance and Operations Committee currently consists of six members, and we are actively seeking to add a member with a background in human resources.

The Committee will also address other crucial issues, including follow-up on Critical Incident Response, resources for Childhood Sexual Assault, and reviewing governing documents. The following Governance and Operations Committee meeting is scheduled for September 26, 2023. However, due to the Committee's interest in Critical Incident Response resources, an additional Governance meeting has been designed for June 2023.

#### 4.5 FINANCE COMMITTEE REPORT

CEO Gonzales provided an update on the Finance Committee's activities. The committee's objective is to conduct a thorough financial review to ensure that the Executive Committee and the Board of Directors are well-informed about the pool's financial activities.

The committee, led by Dr. George Landon of Hesperia USD, comprises Assistant Superintendents and Chief Business Officials. On May 22, 2023, the committee met to discuss the approval of membership to the property and liability programs.

### **5.0 PRESENTATIONS/EDUCATION**

#### 5.1 EMERGENCY, OPERATIONS AND PLANNING

Julie Leggin explained the purpose of an Emergency Operations Plan (EOP) and shared some background information. This plan extends the district's ability to respond to crises and facilitates integration and coordination of planning efforts using district resources and personnel.

Given the ongoing incidents of active shooter violence, CSRM Members and their school boards have expressed concerns about their preparedness to handle such emergencies. To address these concerns, CSRM is developing a comprehensive plan to support its members' Emergency Operations and Planning (EOP). The aim is to identify potential risks and opportunities for improvement in existing emergency plans, with a specific focus on active shooter situations and workplace violence.



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### **RISK MANAGEMENT**

Melanie Olson-Zavala, an Adelanto Elementary School District member, shared her positive experience with the district's training program. She highly recommends that all district members consider participating in this training.

#### **6.0 DISCUSSION/ACTION**

##### **6.1 APPROVAL OF THE WORKERS' COMPENSATION AUDIT RESULTS**

Sandy Avina emphasized the significance of conducting claims audits. The process of handling claims must adhere to specific regulatory standards, and the criteria for audits are in place to ensure that employees receive the proper care and benefits. Furthermore, these audits guarantee that public funds are safeguarded and that the standards lead to the best possible outcomes for claims and employees returning to work.

Karen Valenzuela explained the PRISM audit philosophy, which aims to ensure that claims administration is consistent and meets the expected outcomes of the Standards. As part of the EWC Program, every member's claim administration is audited every two years by independent auditors. In case of unsatisfactory results or a change in Third-Party Administrator (TPA), interim audits may occur. The Claims Review Committee receives the audits and responses. Karen also shared the audit rating scale for reference.

Misael Peraza from Sedgwick and Jim Roberts from Tristar responded to the audit results specific to each Third-Party Administrator (TPA).

Vice President Chacon called for a motion to accept the presented PRISM audit results for Sedgwick and Tristar.

Motion: Jennifer Sharp - Second: DeShawn Dickinson

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Beiwei Tu, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman

Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.

##### **6.2 APPROVAL OF THE WORKERS' COMPENSATION TPA CONTRACTS.**

Sandy Avina presented information about the Workers' Compensation Third Party Administrator (TPA) Agreement with York. The agreement was initially signed by CSRM in 2018 for a three-year term, with the option of two additional one-year extensions for five years if all extensions were utilized. In 2020, Sedgwick acquired York and agreed to uphold the terms of the TPA agreement with CSRM. Similarly, the agreement with Hazelrigg Claims Management Service was initially signed by CSRM in 2018 for three years, with the option of two additional one-year extensions for five years if all extensions were utilized. In 2021, Tristar acquired Hazelrigg and agreed to honor the terms of the TPA agreement with CSRM.





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### **RISK MANAGEMENT**

Sandy has informed us that negotiations with Sedgwick and Tristar regarding the pricing for each claim have been successfully concluded. There has been a 4% increase in per-claim rates compared to the previous fiscal year. The current contracts with both TPAs are set to expire on June 30, 2023, and an extension of one year with an annual renewal option has been proposed.

Furthermore, Sandy has emphasized using the TPA portal, which allows members to access a dashboard. Provider Network fees will now be structured to provide overall savings on the bill. Additionally, Tristar will cover the cost of the PRISM audit for the 2023-2024 fiscal year.

Dr. Eric Vreeman inquired about CSRM's intention to release a request for proposal for Workers' Compensation vendors. Sandy replied that the Claims Committee would discuss this matter at their meeting.

Vice President Chacon called for a motion to approve the annual renewal for Sedgwick and Tristar. Pricing will be effective July 1, 2023, for the 2023-2024 fiscal year.

Motion: Jennifer Sharp - Second: Joe Sanchez

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Beiwei Tu, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman

Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.

### 6.3 APPROVAL OF MEMBERSHIP TO THE PROPERTY AND LIABILITY PROGRAMS

CEO Gonzales disclosed that San Gabriel Valley ROP had been part of the workers' compensation program from 2012 to 2013. The organization is presently applying for membership in the Property and Liability programs, with Aon conducting the underwriting process. Additionally, the district has filed a preliminary notice to their current insurance carrier. Ziruo Wang, an Aon Actuary, presented a comparative analysis of San Gabriel Valley ROP's exposure and projected and considerable claims severity for careful consideration.

Vice President Chacon called for a motion to approve the presented San Gabriel Valley ROP for Property and Liability Programs.

Motion: Lisa Porter - Second: DeShawn Dickinson

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Beiwei Tu, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman

Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.





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## 7.0 **RISK MANAGEMENT** **INFORMATION/DISCUSSION**

### 7.1 RISK MANAGEMENT ROUNDTABLE

Kennedy Vu reported on the recent CSRM Roundtable. CSRM Risk Managers hosted a Risk Management Roundtable on May 23, 2023. They presented guiding principles and resources for risk assessments for high-risk activities, including field trips and transportation. Information shared included an overview of the process, event proposals, coverage exclusions, and insurance requirements. The next Roundtable is scheduled for July 18, 2023.

### 7.2 PULPSTREAM UPDATE

Sandy Avina updated us on the program's progress, which included a pilot launch in four districts. On June 25, 2021, CSRM entered a contract with Venforce Inc./Pulpstream to provide software for a Return-to-Work management program. However, the pilot could have been more successful because the districts had internal processes and procedures for managing their Return-to-Work programs, either preferable or duplicative of the functions offered through Pulpstream.

Moreover, Sedgwick began using the Juris claim system, which generated time-tracking reports already offered through Pulpstream. The software costs \$32,920 annually, and the Pulpstream contract renews on July 1, 2023, unless terminated by CSRM. Based on the pilot program results, the staff recommends terminating the contract.

### 7.3 STAFF REPORTS

#### 7.3.1 FINANCIAL OFFICER'S INVESTMENT REPORT

Yolanda Comer, Chief Financial Officer, reported on the activities of the financial office. Finance continues to work with member districts on the day-to-day transactional accounting of the various programs. This daily transactional accounting includes tracking enrollment participation for each program and processing accounts payable and accounts receivable transactions. In addition, Finance tracks the organization's cash flow needs to meet the financial obligations of the CSRM programs.

The California Schools Risk Management JPA assets are maintained in the San Bernardino County Treasury and the Local Agency Investment Fund (LAIF) in Sacramento, which the State Treasurer's Office administers.

San Bernardino County's investment pool comprises property tax dollars and local government agency funds. Together, they constitute the treasury for all the County's school districts, community college districts, and many special districts. The Treasurer is responsible for holding and safely investing the pooled funds for the County and over 200 local agencies depositing funds into the pool.

Expert management and conservative policies have earned the County's \$12.8 billion investment pool AAAf/S1 ratings from an independent credit-rating firm, Fitch Ratings, earning the highest possible rating for an investment pool of this type.



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### **RISK MANAGEMENT**

#### 7.3.2 SAFETY AND LOSS CONTROL REPORT

Julie Leggin reported on the activities of the Safety Loss Control team. However, first, she shared their mission: To protect our members' liability exposure by reducing losses, preventing employee injuries, and transferring insurance risk by being a proactive partner with our member districts.

- Risk Management Action Plans: CSRM Risk Managers meet with members to collaborate on the Risk Management Action plans. CSRM has completed 88% of action plans for our membership this year.
- Annual Training Support for Membership: CSRM is available to present at Member Leadership training or professional development on topics including navigating risk at your district or CCD and the supervisor's role in incident investigation.
- KYND READY- CSRM has partnered with KYND to provide one-hour virtual sessions for Member IT Directors and CBOs to review their cyber applications and policies/procedures to shore up any cyber weaknesses from attack.
- Risk Management Round Tables- A Year in Review
  - July 22 (Emergency Operations and Planning)
  - October 22 (Naloxone, aka Narcan)
  - February 22 (Accommodations)
  - May 22 (Field Trips/Managing Activity Risks)
- CSRM is planning the 2023-2024 training resources for Emergency Operations and Planning
- CSRM Team continues to provide training, ergonomic assessments, playground safety inspections, and forklift certification and is looking forward to supporting Membership at their summer leadership or Professional Development sessions. We can assist you with topics including Navigating Risk, Injury Investigation, and How Safety Culture impacts your Employees.

#### 7.3.3 CLAIMS REPORT

Sandy Avina presented this report to provide the members with an update on what the CSRM Claim Team is currently working on accomplishments and to provide claim-related information to member districts.

##### TPA Staffing Updates

- Tristar has hired a new Worker's Compensation claims adjuster, Jennifer Leng. Jennifer joined Tristar on Monday, May 15, 2023. She will be assigned to the following districts:
  - SGVROP
  - Rim of the World USD
  - Snowline USD
  - Victor Elementary SD



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## **RISK MANAGEMENT**

### ○ Victor Valley UHSD

- Tristar will issue letters to all affected employees with an open worker's compensation claim, which notifies them of the new adjuster assignment.
- Jeff Peters is no longer with Carl Warren. His last day with the TPA was on May 5, 2023. Carl Warren is actively recruiting a replacement. In the interim, members can contact Laura Birnbrauer at Carl Warren for assistance.

### TPA Contract Updates

- We are entering the 5<sup>th</sup> year of a 5-year contract with Carl Warren. The agreement will end on June 30, 2024

### 7.3.4 THE LEARNING INSTITUTE RECAP

During the meeting, Kimberly Escandon provided an update on The Learning Institute, an online platform for learning managed by JPA. She gave a detailed report on the webinars and speakers presented and the number of registrants in each category. She also highlighted that The Learning Institute aligns with specific CSRM Strategic goal initiatives, including Product Excellence, Robust Operations, and culture.

Kimberly explained how The Learning Institute contributes to the Product Excellence goal and shared attendance numbers for the 2022-2023 fiscal year compared to the previous year. Lastly, she announced the upcoming training scheduled for July and August 2023. The 2023-2024 training schedule is available on the CSJPA website under The Learning Institute.

### 7.4 COMMENTS BY THE BOARD OF DIRECTORS

Vice President Chacon asked if any Board members had any final comments; there were none.

### 7.5 COMMENTS BY THE PARTNERS/SERVICE PROVIDERS

Vice President Chacon asked if any partners or service providers had any final comments; there were none.

## **8.0 PROPOSED/FUTURE AGENDA ITEMS**

### 8.1 NONE

The Vice President, Chacon, has stated that if any member of the Board has any suggestions for items or topics to be included on a future agenda, they should contact the CEO, Javier Gonzales.

## **9.0 COMMUNICATIONS**

### 9.1 2023-2024 TLI SCHEDULE

### 9.2 CSRM 2022-2024 STRATEGIC PLAN

### 9.3 CSRM UNDERWRITING GUIDELINES

Vice President Chacon shared that the information could be found in the meeting packet and asked if there were any questions; there were none.



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### **10.0** **RISK MANAGEMENT** **FUTURE MEETINGS**

10.1 FUTURE JPA EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS MEETINGS AND EVENTS

10.2 FUTURE JPA AD HOC, SUB-COMMITTEE, OR FOCUS GROUPS

10.3 NON-JPA CONFERENCES AND EVENTS

Vice President Chacon shared that the information could be found in the meeting packet and asked if there were any questions; there were none.

### **11.0** **ADJOURNMENT**

Vice President Chacon called for a motion to adjourn the CSRM Board of Directors meeting at 2:20 p.m.

Motion: DeShawn Dickinson - Second: Melanie Olson-Zavala

Ayes: Melanie Olson-Zavala, Eric Hart, Lisa Porter, Douglas Beaton, Patricia Lawson, Lori Isom, Lisa Bailey, Jenn Baker, Damita Walton, Shauna Warnock, Minda Stackelhouse, Beiwei Tu, Joe Sanchez, Ivan Tani, Robert Chacon, Jennifer Sharp, DeShawn Dickinson, Dr. Eric Vreeman

Nays: None

Abstentions: None

Motion carried by a unanimous vote of the CSRM Board of Directors.