

**VIDEO-CONFERENCING  
MEETING LOCATIONS:**

Individual site locations are listed for participating committee members.

**VIRTUAL CONFERENCE LINK:**

Copy and paste onto your browser:

<https://sbcss-net.zoom.us/j/92846936659>

**Public Record Inspection  
Location:**

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

**CALIFORNIA SCHOOLS RISK MANAGEMENT GOVERNANCE & OPERATIONS  
COMMITTEE MINUTES  
WEDNESDAY, SEPTEMBER 24, 2025 – 2:00 P.M.**

**MEMBERS PRESENT:**

De Shawn Dickinson, Chair

Eric Hart

Jeff Haynes

**VIDEO-CONFERENCING MTG LOCATIONS:**

Victor Valley Union HSD, 16350 Mojave Dr.,  
Victorville, CA 92395  
Alta Loma SD, 9390 Baseline Rd, Alta Loma, CA  
91701  
San Bernardino City USD, 777 N. F St., San  
Bernardino, CA 92410

**OTHERS PRESENT:**

Sandy Avina

Ed Lee

MaryAnn Boice-Ceja

Felipe Garcia

Austin Mitchell

Nancy Grijalva

Yolanda Comer

Kandy Delgado

Teresa Saenz

Jamie Adkins

Robert Feldhake

**VIDEO-CONFERENCING MTG LOCATION:**

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

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JPA Counsel

## **1.0 CALL TO ORDER**

De Shawn Dickinson, Committee Chair, called the meeting to order at 2:09 p.m.

### **1.1 APPROVE AGENDA FOR THE SEPTEMBER 24, 2025, GOVERNANCE AND OPERATIONS COMMITTEE MEETING**

Chair Dickinson called for a motion to approve the September 24, 2025, meeting agenda.

Motion: Eric Hart, Second: Jeff Haynes

Ayes: Eric Hart, Jeff Haynes, De Shawn Dickinson

Nays: None

Abstentions: None

A unanimous vote of the CSRM Governance and Operations Committee carried the motion.

## **2.0 PUBLIC COMMENTS**

Chair Dickinson asked for public comments, but there were none.

## **3.0 CONSENT CALENDAR**

### **3.1 APPROVAL OF THE MAY 7, 2025, GOVERNANCE AND OPERATIONS COMMITTEE MEETING MINUTES**

Chair Dickinson called for a motion to approve Consent Calendar Item 3.1 as presented.

Ayes: Eric Hart, Jeff Haynes, De Shawn Dickinson

Nays: None

Abstentions: None

A unanimous vote of the CSRM Governance and Operations Committee carried the motion.

## **4.0 INFORMATION/DISCUSSION**

### **4.1 WEBSITE RESOURCES**

MaryAnn Boice-Ceja, Safety and Loss Control Manager, reported on several Safety and Loss Control resources available on the website. These include requests for indoor air sampling, Certificates of Insurance, Safety and Loss trainings, and ergonomic assessment requests. Once a request is submitted, a response can be expected within 24 business hours.

Sandy Avina, Claims Services Manager, will be distributing a survey to determine what additional resources are needed on the website to ensure members receive the necessary information.

### **4.2 CAJPA FINDINGS AND RECOMMENDATIONS**

Sandy Avina reviewed the CAJPA Accreditation Findings and Recommendations, including disclosure of conflicts of interest in the third-party administrator contracts. Amendments were drafted and approved by the CSRM Board of Directors on June 11, 2025. There was also a recommendation to revise the language in Section I.B to specify the member district name. JPA Counsel confirmed this is not required because CSRM is

a single type of organization that does not require individual member district boards to approve all changes to JPA Agreements. CSRM language will remain unchanged.

Sandy will begin including a governing document in each CSRM Governance and Operations Committee Meeting packet for the committee to review and provide feedback for possible revisions.

**4.3 GL COVERAGE FOR ARTIFICIAL INTELLIGENCE**

Sandi Avina reported there are no exclusions for artificial intelligence (AI) in either the CSRM General Liability Memorandum of Coverage (MOC) or in PRISM's Excess General Liability MOC. CSRM is collaborating with PRISM to develop guidance and best practices for member districts.

**5.0 ACTION ITEMS**

None.

**6.0 FUTURE AGENDA ITEMS**

**6.1 MEMBER RESOURCE GUIDE UPDATE**

**7.0 ADJOURNMENT**

Chair Dickinson called for a motion to adjourn the CSRM Governance and Operations Committee Meeting at 2:40 p.m.

Motion: Jeff Haynes, Second: Eric Hart

Ayes: Eric Hart, Jeff Haynes, De Shawn Dickinson

Nays: None

Abstentions: None

A unanimous vote of the CSRM Governance and Operations Committee carried the motion.

THE NEXT SCHEDULED MEETING OF THE CSRM GOVERNANCE AND OPERATIONS COMMITTEE IS WEDNESDAY, JANUARY 21, 2026, AT 2:00 P.M. BY ZOOM VIDEO-CONFERENCING.