



**ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS  
EXECUTIVE COMMITTEE MEETING  
AGENDA**

**Time: Thursday, December 8, 2022, 10:00 A.M.**

**Location: ASCIP Office, 16550 Bloomfield Avenue, Cerritos, CA 90703**

**Webinar Meeting Location: Pursuant to State of California Executive Order N-29-20 and N-15-21**

**Join Zoom Meeting**

<https://ascip.zoom.us/j/88906634381?pwd=NlgrbG1DVk14UINzOZzWHkrMOFJQT09>

**Dial by your location**

**Meeting ID: 889 0663 4381**

**Passcode: 787955**

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**MEMBERS**

Phil Hillman, President

Andrea Reynolds, Vice President

Dean West Treasurer

Ontario-Montclair School District

Lowell Joint School District

Orange County Department of Education

Cameron Abbott

Marc Chaldu

Ruben Frutos

Clark Hampton

Michael Johnston

Tien Phan

David Riddick

Cheryl Sullivan

Yumi Takahashi

Fred Williams

Sierra Joint Community College District

Baldwin Park Unified School District

Paramount Unified School District

Capistrano Unified School District

Clovis Unified School District

Santa Clara County Schools' Insurance Group

Fenton Charter Public Schools

Valley Insurance Program JPA

Long Beach Unified School District

North Orange County Community College District

**ALTERNATES**

Christina Aragon

Stephen Dickinson

Ryan DiGiulio

Sonia Eckley

Kevin Jamero

Gretchen Janson

Jason Johnson

Anthony Nahale

Anthony Soria

Matthew Torres

Downey Unified School District

The Accelerated Schools

Unified Schools Insurance Program JPA

Bonita Unified School District

Whittier Union High School District

Lawndale Elementary School District

Hermosa Beach City School District

Norwalk-La Mirada Unified School District

Tustin Unified School District

Walnut Valley Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Jeff Grubbs  
Stephan Birgel  
Dan Sanger  
Martha Espinoza

Chief Operations/Financial Officer  
Chief Claims Officer, Property & Liability  
Executive Director, Health Benefits  
Senior Director, Risk Services

**I. CALL TO ORDER**

**II. ROLL CALL – Felicia Williams, Clerk of Executive Committee**

**III. APPROVAL OF THE AGENDA**

**Action may be taken by the Executive Committee on any item listed on this Agenda.**

- A. Amendments
- B. Approval

**IV. MINUTES – November 4, 2022**

- A. Corrections
- B. Approval

**V. PUBLIC COMMENTS**

At this time, members of the public may address the Executive Committee regarding any item within the subject matter jurisdiction of the Board, provided that no action may be taken on off-agenda items unless authorized by law. Comments shall be limited to five minutes per person and twenty minutes for all comments unless different time limits are set by the President and subject to the approval of the Executive Committee.

**VI. REPORTS**

- A. President’s Report President Hillman
- B. Treasurer’s Report Treasurer West
- C. Committee Chair Reports
  - 1. Personnel Committee President Hillman
  - 2. Finance Committee Treasurer West
  - 3. Health Benefits Committee Dan Sanger
- D. Chief Executive Officer Report Fritz J. Heirich
- E. Board Member & Alternate Comments

**VII. CONSENT REQUESTED**

Any member of the Executive Committee may request that an item on Consent be pulled and placed in Action Items for discussion and/or action.

- A. Ratify Vendor Schedule of Agreements for 2-4 Contracting and Authority Policy (Action)
- B. Further Executive Committee Renewed Action and Finding for Continued Remote Viewing Option for all Brown Act Committees and Requisite Findings Under AB361 and Executive Order N-15-21 (Action)
- C. Accept the Investment Performance Report – Quarter Ended September 30, 2022 (Action)
- D. Appointment of Advisory Committee Members (Action)
- E. Appointment of Committee Chairs (Action)

**VIII. ACTION REQUESTED**

- A. Approve the Appointment of Executive Committee Alternate Fritz J. Heirich
- B. Approval 2022 Goals & Objectives Fritz J. Heirich
- C. Approve ASCIP Financial Audit as of June 30, 2022 (11:00 AM Time Certain) Kevin Wong
- D. Approve Health Advocate Master Service Agreement Dan Sanger
- E. Approve Lease-Lease Back Contractor Martha Espinoza/ Jeff Grubbs

**IX. CLOSED SESSION – PERSONNEL, LITIGATION, AND/OR REAL PROPERTY**

“THE EXECUTIVE COMMITTEE WILL NOW BE MOVING INTO CLOSED SESSION. MATTERS TO BE DISCUSSED ARE THOSE PERMITTED BY GOVERNMENT CODE SECTIONS 54956.8, 54956.9, 54956.9(d)(1) and (2), 54956.95, 54957, AND 54957.6 – PERSONNEL, LITIGATION, AND/OR REAL PROPERTY”

- A. Open Large Reserve Claims (Information Only) Stephan Birgel
- B. Claims for Review /Action/Information (Government Code §54956.95) Stephan Birgel
  - 1. Diaz v. Newhall School District (Information Only)
  - 2. Jane IJ Doe v. Riverside Unified School District (Discussion/Action)
  - 3. Jane Doe, a minor v. Lawndale School District (Discussion/Action)
  - 4. Villanueva v. Montebello Unified School District (Discussion/Action)
- C. Chief Executive Officer Performance Evaluation President Hillman

**X. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XI. PERSONNEL (ACTION/REPORT/DISCUSSION)**

- A. Approve Chief Executive Officer Agreement & Compensation (Action) Phil Hillman

**XII. FUTURE MEETINGS**

January 26, 2023  
February 23, 2023  
April 27, 2023  
June 1, 2023  
June 29, 2023

**XIII. ADJOURNMENT**

The next regular meeting of the Executive Committee will be held on Thursday, January 26, 2023.

**Americans with Disabilities Act**

The Alliance of Schools for Cooperative Insurance Programs (ASCIP) conforms to the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in the implementation thereof. A request for disability-related modification or accommodation to participate in a public meeting of ASCIP shall be made to Fritz J. Heirich, Chief Executive Officer, ASCIP, 16550 Bloomfield Avenue; Cerritos, CA, (562) 404-8029.

**Public Record Inspection Location**

ASCIP, 16550 Bloomfield Avenue, Cerritos, CA 90703