



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

**Time: Thursday, August 31, 2023, 10:00 A.M.**

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

**Remote Attendees Videoconference Locations:**

**Fontana Unified School District (Larry Wilkie's Office), 9680 Citrus Avenue, Fontana, CA**

**La Canada Unified School District (Superintendent's Office), 4490 Cornishon Avenue, La Canada, CA**

**MEMBERS**

Phil Hillman, President  
Dean West Treasurer

Ontario-Montclair School District  
Orange County Department of Education

Cameron Abbott  
Marc Chaldu  
Sonia Eckley  
Clark Hampton  
Michael Johnston  
Tien Phan  
David Riddick  
Yumi Takahashi  
Fred Williams

Sierra Joint Community College District  
Baldwin Park Unified School District  
Bonita Unified School District  
Capistrano Unified School District  
Clovis Unified School District  
Santa Clara County Schools' Insurance Group  
Fenton Charter Public Schools  
Long Beach Unified School District  
North Orange County Community College District

**ALTERNATES**

Stephen Dickinson  
Carl Erickson  
Kevin Jamero  
Jason Johnson  
Anthony Nahale  
Matthew Torres

The Accelerated Schools  
Lowell Joint School District  
Whittier Union High School District  
Hermosa Beach City School District  
Norwalk-La Mirada Unified School District  
Walnut Valley Unified School District

**EX OFFICIO**

Fritz J. Heirich

Chief Executive Officer

**ASCIP STAFF**

Jeff Grubbs  
Stephan Birgel  
Reshan Cooray  
Dan Sanger  
Martha Espinoza

Chief Financial Officer  
Chief Claims Officer, Property & Liability  
Executive Director, 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 – June 29, 2023**

- 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 the President sets different time limits and subject to the approval of the Executive Committee.

**VI. REPORTS**

- A. President’s Report President Hillman
- B. Treasurer’s Report Jeff Grubbs
- C. Committee Chair Reports
  - 1. Finance Committee Co-Chair Eckley
  - 2. Nominating Committee Chair Hillman
  - 3. Claims & Coverage Committee Chair Hillman
- D. CIPA Board of Directors Report John Didion, CIPA
- E. Building Status Report Martha Espinoza
- F. Chief Executive Officer Report
- G. 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. Approve Summary of ASCIP Service Providers
- B. Investment Performance Report – Quarter Ended June 30, 2023
- C. Approve Amended Member Specific Endorsement

**VIII. ACTION REQUESTED**

- A. Governance:
  - 1. Appointments to Executive Committee Vacancies Chair Hillman
  - 2. Appointment of Executive Committee Alternates for FY 2023-24 Chair Hillman
  - 3. Approve ASCIP Officers for FY 2023-24 Fritz J. Heirich
- B. Approve Property & Liability Memorandum of Coverage for FY 2023-24 Fritz J. Heirich
- C. Approve Health Benefits Interagency Participation Agreement Dan Sanger
- D. Approve Revised Investment Policy Jeff Grubbs
- E. Approve CF Webtools Master Service Agreement Martha Espinoza

**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. Demian v. Montebello Unified School District (Discussion/Action)
  2. Gillam v. Berkeley Unified School District (Discussion/Action)
  3. Jane CGA, an individual v. Covina Valley Unified School District (Discussion/Action)
  4. Jane CMT Doe v. Covina-Valley Unified School District (Discussion/Action)
  5. Lyle v. Long Beach Unified School District (Information Only)
  6. Nguyen v. Brea Olinda Unified School District (Information Only)
  7. T.T. v. Centinela Valley Union High School District (Discussion/Action)
  8. Villanueva v. Montebello Unified School District (Information Only)

**X. RETURN TO OPEN SESSION**

(Announcement of Action Taken in Closed Session as Necessary)

**XI. FUTURE MEETINGS**

October 5, 2023  
November 8-10, 2023 (Strategic Planning)  
December 7, 2023  
January 25, 2024  
February 29, 2024  
March 28, 2024  
May 23, 2024  
June 27, 2024

**XII. ADJOURNMENT**

The next regular meeting of the Executive Committee will be held on Thursday, October 5, 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