
SCHOOL ALLIANCE INSURANCE FUND

**BOARD OF TRUSTEES’
REORGANIZATION MEETING AGENDA
October 25, 2017**

- I. Call to Order - Chairperson**
- II. Open Public Meetings Statement - Chairperson**
- III. Roll Call**
- IV. Introduction of Guests**
- V. Approval of the May 25, 2017 Board of Trustees’ Open and Board of Trustees’ Closed Meeting Minutes**
- VI. Reports**
 - A. Chairperson**
 - 1. Appointment of the 2017/2018 Fund Year Safety & Education Advisory Committee
 - 2. Finance Sub - Committee
 - 3. Claims Sub - Committee
 - 4. SEL Fund Commissioners
 - B. Secretary**
 - C. Attorney - Saul Ewing Arnstein & Lehr, LLP - M. Paige Berry**
 - 1. Resolutions 17-04 through 17-16
 - a. Appointment of Service Providers
 - (1) Actuary - The Actuarial Advantage
 - (2) Administrator - Public Entity Group Administrative Services
 - (3) Attorney - Saul Ewing Arnstein & Lehr, LLP
 - (4) Auditor - Withum, Smith + Brown
 - (5) Claims Servicing - Highland Claim Services, Inc.
 - (6) Custodian of Funds - Kenneth MacMillan
 - (7) Investment Manager - PFM Asset Management, LLC
 - (8) Loss Control/Safety Administrator - Partnership Safety Consultants
 - (9) Managed Care Organization - Qual-Lynx
 - b. Authorizing the Execution of Contracts with Service Providers
 - (1) Actuary - The Actuarial Advantage
 - (2) Administrator - Public Entity Group Administrative Services
 - (3) Attorney - Saul Ewing Arnstein & Lehr, LLP
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 - c. Appointment of Risk Management Consultants

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- d. Appointment of Sponsoring Risk Management Consultants
- e. Agent to Receive Service of Process on Behalf of the Fund and Designation of the Official Place Where the Funds Records and Books Shall be Maintained
- f. Appointment of Public Agency Compliance Officer
- g. Adoption of the Cash Management Plan for Fund Year 2017/2018
- h. Designation of Official Depositories
- i. Designation of Individuals Authorized as the Fund's Signatories
- j. Establishment of Interest Rate on Delinquent Assessments
- k. Adoption of Meeting Place, Schedule and official Newspapers for the Fund Year 2017/2018
- l. Approval of Highland Claim Services, Inc., as a Certifying and Approving Officer
- m. Approval of the Claims Committee as a Certifying and Approving Officer

D. Treasurer - Ken MacMillan

- 1. Approval of the Treasurer's Report for all Fund Years
- 2. Approval of the Bill List for all Fund Years

E. Administrator - Public Entity Group Administrative Services

VII. Old Business

VIII. New Business

IX. Public Comment

X. Closed Session (if needed)

XI. Claims Sub-Committee Report

- A. **Ratification of the Claims Sub-Committee's June 12, 2017, July 10, 2017, August 14, 2017, September 11, 2017 and October 13, 2017 meeting minutes.**
(to be distributed at the meeting)

XII. Adjournment