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**SCHOOL ALLIANCE INSURANCE FUND**

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**FUND COMMISSIONERS' REORGANIZATION MEETING AGENDA  
October 26, 2016**

- I. Call to Order**
  - II. Open Public Meetings Statement**
  - III. Roll Call**
  - IV. Introduction of Guests**
  - V. Old Business**
  - VI. New Business**
    - A. Presentation of Slate of Officers - Nominating Committee**
    - B. Election of Officers to Serve Full Fund and Board of Trustees**
      - 1. Chairperson
      - 2. Vice-Chairperson
      - 3. Secretary
      - 4. Resolution 16-01 Authorizing the Election of the Fund's Officers
    - C. Election of the Board of Trustees and Alternate Trustees**
      - 1. Resolution 16-02 Authorizing the Election of the Board of Trustees
      - 2. Resolution 16-03 Authorizing the Election of the Alternate Trustees
  - VII. Adjournment**
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**SCHOOL ALLIANCE INSURANCE FUND**

**BOARD OF TRUSTEES’  
REORGANIZATION MEETING AGENDA  
October 26, 2016**

- I. Call to Order – Chairperson**
- II. Open Public Meetings Statement – Chairperson**
- III. Roll Call**
- IV. Introduction of Guests**
- V. Approval of the May 26, 2016 Board of Trustees’ Open and Board of Trustees’ Closed Meeting Minutes**
- VI. Reports**
  - A. Chairperson**
    - 1. Appointment of the 2016/2017 Fund Year Safety & Education Advisory Committee
    - 2. Finance Sub-Committee
    - 3. Claims Sub-Committee
    - 4. SEL Renewal
    - 5. SEL Fund Commissioners
  - B. Secretary**
  - C. Attorney – Saul Ewing - M. Paige Berry**
    - 1. Resolutions 16-04 through 16-16
      - a. Appointment of Service Providers
        - (1). Actuary – The Actuarial Advantage
        - (2). Attorney – Saul Ewing, LLC
        - (3). Auditor - Withum, Smith + Brown
        - (4). Claims Servicing – Highland Claim Services, Inc.
        - (5). Custodian of Funds – Kenneth MacMillan
        - (6). Investment Manager – PFM Asset Management, LLC
        - (7). Loss Control/Safety Administrator – Partnership Safety Consultants
        - (8). Managed Care Organization – Qual-Lynx
      - b. Authorizing the Execution of Contracts with Service Providers
        - (1). Actuary – The Actuarial Advantage
        - (2). Attorney – Saul Ewing, LLC
        - (3). Auditor - Withum, Smith + Brown
        - (4). Claims Servicing – Highland Claim Services, Inc.
        - (5). Custodian of Funds – Kenneth MacMillan
        - (6). Investment Manager – PFM Asset Management, LLC
        - (7). Loss Control/Safety Administrator – Partnership Safety Consultants
        - (8). Managed Care Organization – Qual-Lynx
      - c. Appointment of Risk Management Consultants
      - 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 2016/2017
      - h. Designation of Official Depositories
      - i. Designation of Individuals Authorized as the Fund’s Signatories

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- j. Establishment of Interest Rate on Delinquent Assessments
- k. Adoption of Meeting Place, Schedule and official Newspapers for the Fund Year 2016/2017
- 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 13, 2016, August 11, 2016, September 14, 2016 and October 11, 2016 meeting minutes.

**XII. Adjournment**