

**El Paso Independent School District
Minutes of Board's Employee Health/Insurance Committee Meeting
February 12, 2002
2:00 p.m.
Education Center-Boeing**

Present: Mr. Dan Wever, Board President, Board's Employee Health/Insurance Committee Chairperson
Miss Leonor Garcia, Board Secretary
Mr. Sal Mena, Jr., Board Member
Mr. Joe Rosales, Board Member¹
Mr. Anthony Safi, School District Attorney

Administration: Dr. Gilberto Anzaldua, Superintendent
Mr. Charles Tafoya, Associate Superintendent, Human Resources
Ms. Elizabeth Bulos, Director, Employee Benefits
Mr. Fred Herrera, Director, Auditing
Mr. Richard Romero, Director, Budget
Ms. Sylvia Nieser, Director, Accounting Services
Mr. Kyle Jeglum, Assistant Director, Risk Management/Workers' Compensation

Guests: Dr. Gene Finke, Board Vice President
Dr. Charles Roark, Board Member²
Mr. Richard Telles, Board Member³
Mr. Jim Brundage, Rogers & Belding Insurance Agency, Inc.
Mr. Pat Graham, G. P. Graham Capital Management Group
Mr. Randy McGraw, G. P. Graham Capital Management Group

The meeting was called to order at 2:15 p.m. by Mr. Wever.

The topics discussed were as follows:

1. Status Report on Workers Compensation Program (Item #1, A.)
 - a. Report on Accident Prevention Plan submitted as a result of TWCC (Texas Workers Compensation Commission) audit November 26-28, 2001
 - b. Implementation of Safety Teams and Safety Team training
 - c. Executive summary of Workers' Compensation as of February 1, 2002
 - d. Need for written procedures for all employees related to Workers' Compensation and safety
 - e. Safety newsletter *Eye on Safety*
 - f. Possible relocation of Print Shop due to IAQ (indoor air quality) issues and noise levels
 - g. Enforcing policy for employees related to Workers' Compensation

¹ Mr. Rosales arrived at 2:27 p.m., during discussion on Item #1, B.

² Dr. Roark arrived at 2:50 p.m.

³ Mr. Telles arrived at 3:18 p.m.

2. Report and Recommended Award on Law Enforcement Liability Policy, RFP #2-02 (Item #1, B.)
 - a. Reviewed RFP (request for proposals) process
 - b. Recommended extension of current policy and issuing another RFP, due to receiving only one response to the RFP
 - c. Discussion on sovereign immunity
 - (1) concern from legal counsel regarding sovereign immunity clause contained in contract
 - (2) recommendation that insurance company to be notified about District's legal claim to sovereign immunity when available
 - (3) authorize District's attorney to represent District
 - d. General liability section in contract related to law enforcement coverage
 - e. Award of RFP to go to Board of Trustees on February 26, 2002
3. Report and Recommended Award on Educator's Legal Liability (Errors & Omissions) Policy and General Liability Policy, RFP #5-02 (Item #1, C.)
 - a. Reviewed details of various educator's liability insurance policies and its inclusion with general liability coverage requested in RFP #5-02
 - b. Reviewed RFP process
 - c. Recommended Texas Association of Public Schools (TAPS), Option 2, and discussed excess liability (to \$5 million)
 - d. Information provided on TAPS
 - e. Award of RFP to go to Board of Trustees on February 26, 2002
4. Discussion of Renewal of Comprehensive Property Policy (Item #1, D.)
 - a. Reviewed details and cost of policy
 - b. Recommended extending current contract with Coregis until April 2002 and issuing an RFP
 - c. Discussed options available for property insurance
 - d. Bring back to Board's Employee Health/Insurance Committee after issuing RFP
5. Discussion of Renewal of Third-Party Administrator Contract for Workers Compensation Program (Item #1, E.)
 - a. TPA (third party administrator) providing a report to Board's Employee Health/Insurance Committee on outstanding claims
 - b. Number of claims and reducing claims
 - c. Recommended extending RFP for six months
 - d. Issue to go to Board on February 26, 2002
6. Possible Discussion of Other Employee Health/Insurance-Related Issues (Item #1, F.)
 - a. Moving all insurance policies to an effective date of September 1
 - b. Report on state of insurance industry
 - c. Budget for insurance and bonding costs
 - d. Early retirement incentive program

Meeting Adjourned

The meeting was adjourned at 3:53 p.m.

Date Approved: April 30, 2002