



**North Coast Schools Insurance Group  
Board Meeting  
June 4, 2025 – 10:00 AM**

**Humboldt County Office of Education  
Redwood Room  
901 Myrtle Avenue, Eureka, CA 95501  
707-445-7126**

***Board Agenda***

*The Board reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, the agenda for this meeting is to be approved as presented. Items may be added to this agenda for discussion or action only as permitted by the Brown Act.*

**Teleconference Locations:**

Del Norte County Office of Education  
301 W. Washington Blvd, Crescent City, CA \* 707-464-0202

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**1.0 CALL TO ORDER**

**2.0 APPROVAL OF AGENDA**

**3.0 APPROVAL OF MINUTES**

Approve Minutes of Meeting from April 23, 2025.

**4.0 ITEMS/COMMENTS FROM THE PUBLIC**

Members of the public may comment on non-agenda matters. No action may be taken on topics not listed on the agenda. Individuals will have an opportunity to speak on items on the agenda before Board discussion on that item. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to twenty minutes.

**5.0 CORRESPONDENCE**

**6.0 REPORTS/DISCUSSION ITEMS**

**6.1 Director's Report – Taylin Titus**

Ms. Titus will update the Board on recent activities of interest to NCSIG.

**6.2 Claims Administrator's Report – Shawnee Nishimura, Keenan & Associates**

Ms. Nishimura will present the Claims Administrator's report.

## **7.0 ACTION ITEMS**

**7.1 Financial Management Information Report – Sam Mel-Chan, SETECH**  
Ms. Mel-Chan will present the Financial Management Information Report.

**7.2 Financial Audit – Ritesh Sharma, James Marta & Company**  
Mr. Sharma will review the 2023-2024 program year financial audit.

**7.3 2025-2026 Program Rates – Shawnee Nishimura**  
Ms. Nishimura will present the 2025-2026 Property/Liability and Workers' Compensation program rates.

**7.3.1 Property/Liability Rates**

**7.3.2 Workers' Compensation Rates**

**7.4 2025-2026 Preliminary Budget – Sam Mel-Chan, SETECH**  
Ms. Mel-Chan will present the 2025-2026 Property/Liability and Workers' Compensation program budgets.

**7.4.1 Property/Liability Budget**

**7.4.2 Workers' Compensation Budget**

**7.5 Renewal of Contracts – Taylin Titus**  
Ms. Titus will present the renewal contracts for 2025-2026.

**7.5.1 HCOE Support Service Agreement**

**7.5.2 Service Enhancement Technologies**

**7.5.3 James Marta & Company, LLP**

**7.6 Charter School Renewals – Taylin Titus**  
Ms. Titus will present an update to the 2025-2026 charter school renewals.

**7.7 Cyber Liability Deductible Policy Review – Taylin Titus**  
Ms. Titus will propose changes to the current Policy #4150 for approval.

**7.8 Election of Board Officers – Luke Biesecker**  
Mr. Biesecker will conduct the election of Board Officers for 2025-2026.

**7.9 District Risk Management Update – Taylin Titus**  
Ms. Titus will update the Board on the current status of any areas of concern within NCSIG member districts.

## **8.0 AGENDA ITEMS/NEXT MEETING:**

- 2025-2026 Final Budget
- Financial Report

## **9.0 ADJOURNMENT**

***Americans with Disabilities Act***

The North Coast Schools Insurance Group 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 implementation thereof. A request for disability related modification or accommodation, in order to participate in a public meeting of the North Coast Schools Insurance Group, shall be made to: Taylin Titus, Executive Director, North Coast Schools Insurance Group, 901 Myrtle Avenue, Eureka, CA 95501.