

## Standing Committees

The Executive Committee establishes the following subcommittees: Finance, Risk Management and Administration. These subcommittees serve at the discretion of the Executive Committee. Each subcommittee shall be composed of members appointed annually by the Executive Committee at its next regular meeting. This appointment, made at the end of the current program year, will be effective for the next program year.

Each Executive Committee member shall be assigned to at least one subcommittee. In addition, Joint Powers Board members and alternates may volunteer to serve on a subcommittee. Each Joint Powers Board member or alternate appointed by the Executive Committee as a member to a subcommittee shall serve a one-year term, with appointments renewed annually for subcommittee members. Subcommittee representation shall be a minimum of one Executive Committee member, and a minimum of one Joint Powers Board member or alternate. Additional Joint Powers Board members or alternates may be appointed to achieve a maximum subcommittee membership, including Executive Committee members and Joint Powers Board members, of five (5) members.

School Risk and Insurance Management Group (SRIMG) will ask for volunteer Joint Powers Board members and alternates to serve on each subcommittee no later than the April Joint Powers Board meeting. Mid-term vacancies may be filled by a majority vote of the quorum in attendance at the next Executive Committee meeting following the occurrence of the subcommittee vacancy.

Subcommittees shall have the following charges:

**Finance** - The Finance Subcommittee should review matters relating to claims audits financial audits and actuarial studies (scope, selection of vendors, scheduling and recommendations, responses etc.) and review quarterly financial information.

**Risk Management** - The Risk Management Subcommittee should review matters related to the Safety Program and general loss control.

**Administration** - The Administration Subcommittee should review matters relating to SRIMG contracts, third party administrators' performance, commercial insurance policies and staffing, personnel and salary issues.

Other related issues may, from time to time, be referred to these subcommittees by the Executive Committee or by the President. The results of subcommittee deliberations shall be communicated regularly to the Executive Committee through minutes from subcommittee meetings with recommendations, when appropriate, on related Executive Committee action items.

Subcommittees are not empowered to act on behalf of SRIMG. Any action recommended by a

subcommittee must be approved by the Executive Committee.

SRIMG Staff shall act as staff to the subcommittees.

The provisions of the Brown Act shall govern all committee activities.