



Board of Directors Interim Meeting Minutes- Teleconference

Monday, October 31st, 2016

MSA Board:

Thomas Kelso
Gary Mangum
Kaliope Parthemos

Jodi Stanalonis
Manervia Riddick
Joseph Bryce

MSA Staff:

Gary McGuigan
Michael Frenz
Jan Hardesty

Eric Johnson
Carmina Perez-Fowler

Counsel:

Cynthia Hahn

CONTRACT:

Baltimore City Public Schools
Owners Controlled Insurance Program (OCIP) Broker Selection

Chairman Kelso called the meeting to order at 8:33 a.m. and recognized Carmina Perez-Fowler to present the contract.

Ms. Perez-Fowler explained the selection of Alliant Insurance Services for the \$40,000 Phase I contract to implement an OCIP for the 21st Century School Building Program.

This program was an RFP for which seven companies submitted proposals and four were short-listed for oral presentations. The committee unanimously selected Alliant, the highest rated and lowest bidder.

Chairman Kelso asked for a motion to consider.

Motion: Mr. Bryce
Second: Ms. Riddick

Discussion: Ms. Riddick asked if this contract was effective immediately. Mr. Johnson replied it is. Meetings will be held this week to commence the process if the Board accepts the contract. Further, if approved, Alliant and MSA are going to attend the IRMI conference next week to meet with insurance brokers that provide this type of insurance product.

Ms. Riddick followed up with a question about the \$650,000 Phase II contract, and if this would also be awarded to Alliant. Mr. Johnson said that is correct, if Phase I is successful.

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Chairman Kelso asked if the fee were capped at \$650,000. Mr. Johnson said it was, for the administration of the program.

Chairman Kelso asked for a motion to pass the contract.

Motion: Mr. Mangum
Second: Ms. Riddick

Chairman Kelso asked for a roll call vote of the Board. The vote was unanimous.

Chairman Kelso asked for a motion to adjourn.

Motion: Ms. Stanalonis
Second: Mr. Mangum

The vote was unanimous. The meeting was adjourned at 8:42am.

