



# *Municipalities, Colleges, Schools Insurance Group*

*invites your interest  
for the position of*

**Executive  
Director**



## **MCSIG - The Agency**

The Municipalities, Colleges, Schools Insurance Group (MCSIG) is a Joint Powers Authority (JPA) initially established in 1982 with 20 Monterey School District members. Its purpose is to establish, operate and maintain a health benefits program for the mutual benefit of the parties utilizing the principles of Collectively Pooled Underwriting, Risk Sharing, Shared Expenses, Health Management and Cost Containment Services. MCSIG provides a variety of health care plans to public entities throughout Monterey County and beyond. As a result of their proven low premiums and emphasis on wellness, it has continually increased membership and now has a current membership group of 27 entities. While the current membership is mainly schools, any public entity is allowed to join under the provisions of the JPA.

Currently, Blue Shield provides, under contract, third party medical claims processing, and network services for all MCSIG PPO medical plans. Chiropractic Health Plan of California (CHPC) provides, under contract, all chiropractic services for the MCSIG PPO medical plans through their respective network of providers. MetLife provides the EAP program and life insurance coverage. Delta Dental and VSP provide, under contract, third party claims processing and provide network services for the MCSIG dental and vision plans, respectively.

## **MCSIG Governance and Administration**

An appointed Board of 32 members representing all member agencies within the JPA governs the organization. The Executive Committee of the Board, which includes eight members is delegated policy authority for all matters with the exception of budget approval, plan design and contribution rates. Executive Committee members, comprised of Management and Labor representatives equally, are annually selected by the Full Board to two-year overlapping terms. The entire Board meets at least six times annually and the Executive Committee meets monthly.

The complexities of the health care industry have over time, led to several adjustments to the administration of the JPA. This included efforts towards streamlining of rate structures and the sharing of resources and risks with all the partners. The position of Executive Director was created in 1990 replacing a Board Member Executive Secretary position. Also, in 1990 the Board created an Advisory Committee to assist in the evaluation and implementation of the goals of MCSIG.

The Advisory Committee's first recommendation that the JPA begin offering a limited number of benefit programs that all entities would select from to offer their employees. This format of plan offerings has continued since, increasing or decreasing plan offerings and design based on needs. Each program/plan would be experience rated based upon the entirety of that plan's experience throughout the JPA subject to the individual bargaining agreements, each employee covered under the MCSIG programs has the ability to choose the plan of benefits which best meets their needs. Benefits and rates for each plan would be uniform throughout the JPA except under special circumstances due to incoming bargaining agreements or geographical location and there would be no unit or district experience maintained apart from the JPA wide plan experience.

In 1993, the Board created a Focus Group to review the operations and goals of the JPA. That group addressed the areas of: Administrative Services, Membership



Governance Products, and Wellness. This led to the introduction of the MCSIG Wellness Program that has continued since.

In 1995, MCSIG accomplished the goal of reorganizing the Board governance. It now operates with an expanded Board that includes nine at-large employees representing their associations as full voting members of MCSIG. In addition, districts with over 500 employees have an additional voting member on the Board.

In early 2015, the decision was made by the Board to expand its offerings to cities, counties and universities, which prompted another name change to its current moniker.



## **The Position of Executive Director**

The Executive Director is responsible for the leadership and management of MCSIG and ensures the effective delivery of benefits, services, and information to its members. The position is appointed by and reports to the eight-member Executive Committee and oversees a staff of nine employees.

This position will address a wide variety of priorities in supporting member agencies. As the “face” of MCSIG, key priorities range from marketing and communication efforts to membership to cost control measures in the negotiations and administration of service contracts. With health care services in Monterey County centralized and limited to several major providers, the Director must be diligent and diplomatic in ensuring contract and service provisions are favorable to MCSIG’s membership. Internally, more effective administrative practices would strongly benefit the agency. The desire is to strengthen communications and interaction with the Executive Board through more effective, comprehensive, and solutions based strategic and operational recommendations. Establishing formalized and structured administrative processes will also be essential as the costs associated with health care related services will continue to escalate. A continual focus on maintaining and improving the fiscal stability and solvency of MCSIG is the essential challenge in this role.

The Director serves as the operational and technical “expert” within the agency and must closely work with the Board in providing updates and information to assist their efforts in establishing and providing policy direction. The importance of proactive, regular, and ongoing communication is critical as the Executive Board only meets on a monthly basis.

## **The Ideal Candidate**

In dealing with a wide range of constituents, service providers, and a large agency Board, the new Executive Director must have exceptional leadership, communications, and administration skills in addition to being an adept contract negotiator. Finance and budget expertise is essential as cost control and cost mitigation are critically important to agency success. The ability to enhance and formalize operational protocols and workflows will be valuable in establishing a more cohesive, integrated, and effective administrative environment for MCSIG. The nature of operational change desired requires a leader that engages with both policy makers and staff in an active and positive fashion.

The ideal candidate will have knowledge of delivery or administration of comprehensive employee benefits programs and in working with a public entity. The successful candidate will also possess a combination of education and experience with concentration in accounting, business and or public administration equivalent to a college degree. Experience in working with a policy board is highly desirable as is a background that features a marketing and/or communications focus.

## Compensation and Benefits

MCSIG offers an attractive compensation and benefits package. The salary range for this position is \$190,878 - \$215,453 annually, DOQ. A comprehensive benefit and leave package are available including the CalPERS retirement program with a 2% @ 62 formula, (unless previously qualifies for 2% @ 55) and Social Security.

The position of Executive Director is at-will and serves at the pleasure of the Executive Committee. MCSIG will negotiate a mutually agreeable employment contract with the selected candidate.



## The Process

To pursue this desirable career opportunity, please visit the Avery Associates Career Portal on our website at [www.averyassoc.net/current-searches/](http://www.averyassoc.net/current-searches/) to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until mutual interest has been established) to:

Paul Kimura or Bill Lopez  
Avery Associates  
16 Lyndon Avenue, Suite 200  
Los Gatos, CA 95030  
E-mail: [jobs@averyassoc.net](mailto:jobs@averyassoc.net)



The final filing date for this position is 5:00 p.m., July 25, 2022.

If you have any questions regarding this position, please contact Paul Kimura at 408-399-4424, or [paulk@averyassoc.net](mailto:paulk@averyassoc.net) or Bill Lopez at 408.888.4099 or [williaml@averyassoc.net](mailto:williaml@averyassoc.net).

For more information on the Municipalities, Colleges, Schools Insurance Group visit its website at [www.mcsig.com](http://www.mcsig.com).