

**MINUTES
INSURANCE COMMITTEE
JULY 5, 2016**

MEMBERS

JEFFERY GALLAHAN
FREDRICK LIGHTFOOTE
MARK VENUTI
TODD CAMPBELL
TAMARA HICKS
NATHAN VANBORTEL

PRESENT: Jeffery Gallahan, Fredrick Lightfoote, Mark Venuti, Todd Campbell, Tamara Hicks, Nathan VanBortel, Jack Marren, Mary Krause, Brian Young, Denise Morley, Julie Hoffman, Sherman Manchester, John Parrott, Mike Reinhardt, and Meghan Tillman

DISTRIBUTION: Committee Members, Board Chairman Jack Marren, John Parrott, Gary Curtiss, Michael Reinhardt, Art James, Julie Hoffman, Mary Krause, Sheriff Philip Povero, Karen DeMay, and Sherman Manchester

CALL TO ORDER:

Chairman Gallahan called the meeting to order at 10:00 a.m.

MINUTES:

Supervisor Lightfoote made a motion to approve the minutes of the June 7, 2016 meeting. The motion was seconded by Supervisor Hicks. All ayes; motion carried.

WORKERS COMPENSATION CLAIMS ADMINISTRATION RFP AND SELF INSURED SHORT-TERM DISABILITY CLAIMS ADMINISTRATION RFP:

Mr. Parrott advised that with the Committee's approval, RFPs will be sent out for workers compensation claims administration and short-term disability claims administration. The RFP will be sent electronically to twelve vendors and responses will be due back by the end of July. Chairman Gallahan and Supervisor VanBortel volunteered to meet with Mr. Parrott, Ms. Morley, and Ms. Hoffman to review the RFPs. It is anticipated that a recommendation will be brought to the Insurance Committee in September.

The Committee members approved the release of the RFPs for workers compensation claims administration and short-term disability claims administration

EMPLOYEE SAFETY - MONTHLY REPORT

Mr. Manchester reviewed the recordable injuries on the monthly Safety Report for June 2016 with the Committee. There were no questions on the report.

Mr. Manchester presented the Committee with a resolution to accept the funds made available from the NYS Occupational Safety and Health Hazard Abatement Grant. The County has been awarded \$13,686.

Supervisor Hicks made a motion to authorize the County Administrator to accept the funds from the NYS Occupational Safety and Health Hazard Abatement Grant. The motion was seconded by Supervisor Venuti. All ayes; motion carried.

**MINUTES
INSURANCE COMMITTEE
JULY 5, 2016**

WORKERS' COMPENSATION

Ms. Hoffman reviewed the proposed 2017 Workers' Compensation Budget and the participant assessment resolution.

Supervisor Campbell made a motion to approve the participant assessment resolution for the 2017 Workers Compensation Budget. The motion was seconded by Supervisor Venuti. All ayes; motion carried.

Ms. Hoffman reviewed the workers compensation report for June 2016.

LIABILITY SELF-INSURANCE

At 10:15 a.m., Supervisor Lightfoote made a motion for the Insurance Committee to adjourn and reconvene in executive session for the purpose of discussing information regarding proposed, pending or current litigation. The motion was seconded by Supervisor VanBortel. All ayes; motion carried.

At 10:35 a.m., Supervisor VanBortel made a motion for the Insurance Committee to leave executive session and reconvene in regular session. The motion was seconded by Supervisor Venuti. All ayes; motion carried.

OTHER BUSINESS

Chairman Gallahan reported the monthly deer/motor vehicle accidents for last month are at 27%.

ADJOURNMENT

With no further business to come before the Committee,

At 10:35 a.m., Supervisor Gallahan made a motion to adjourn the meeting. The motion was seconded by Supervisor VanBortel. All ayes; motion carried.

Respectfully submitted,



Emily Marshall
Secretary I