

**MINUTES  
INSURANCE COMMITTEE  
DECEMBER 6, 2016**

**MEMBERS**

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

**PRESENT:** Jeffery Gallahan, Mark Venuti, Todd Campbell, Tamara Hicks, Nathan VanBortel, Mary Krause, Denise Morley, Julie Hoffman, Sherman Manchester, John Parrott, Mike Reinhardt, Meghan Maslyn, Mary Gates, Gary Curtiss, Emily Phillips, Dave Tillman and Jack Marren.

**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 Hicks made a motion to approve the minutes of the October 4, 2016, October 27, 2016, and November 17, 2016 meetings. The motion was seconded by Supervisor Venuti. All ayes; motion carried.*

**EMPLOYEE SAFETY - MONTHLY REPORT**

Mr. Manchester reviewed the recordable injuries on the monthly Safety Report for October and November 2016 with the Committee.

Ms. Krause informed the Committee that discussions have taken place with the Police Benevolent Association and the Sheriff's General Unit regarding safety and plans for 2017 to decrease the number of injuries.

**EXCESS PROPERTY, LIABILITY AND WORKERS COMPENSATION POLICY RENEWALS**

Mr. Parrott presented the Committee with a summary and the actual proposals for each of the excess policies. The excess workers compensation policy did have an increase due to the carrier now including imputed payroll for volunteer firemen in the total plan payroll. Mr. Parrott does recommend remaining with Midwest do the positive working relationship that has been maintained.

*Supervisor Lightfoote made a motion to approve the policy renewal with Midwest Mutual for the excess property, liability, and workers compensation policies. The motion was seconded by Supervisor Hicks. All ayes; motion carried.*

**WORKERS' COMPENSATION**

Ms. Hoffman reviewed the workers compensation reports for October and November 2016.

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**LIABILITY SELF-INSURANCE**

Mr. Reinhardt discussed a budget transfer regarding the replacement of a Sheriff's marked sedan. The request is for \$11,194 from the Self Insurance Recoveries and Contingency Fund.

*Supervisor Lightfoote made a motion to approve the budget transfer in the amount of \$11,194 from the Self Insurance Recoveries and Contingency Fund. The motion was seconded by Supervisor Venuti. All ayes; motion carried.*

Mr. Reinhardt requested authorization to contract with John P. Parrott for risk management services through December 31, 2018.

*Supervisor Venuti made a motion to authorize the contract with John P. Parrott for risk management services through December 31, 2018. The motion was seconded by Supervisor Campbell. All ayes; motion carried.*

*At 10:35 a.m., Supervisor VanBortel 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 Campbell. All ayes; motion carried.*

*At 11:00 a.m., Supervisor Campbell 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.*

*Supervisor Campbell made a motion to authorize a settlement in the Wilson case as discussed in executive session with the understanding that it will be presented to the Board of Supervisors for formal approval on December 22, 2016. The motion was seconded by Supervisor Hicks. All ayes; motion carried.*

**OTHER BUSINESS**

Chairman Gallahan reported the monthly deer/motor vehicle accidents for last month was 74% of the total reported accidents.

**ADJOURNMENT**

With no further business to come before the Committee,

*At 11:05 a.m., Supervisor VanBortel made a motion to adjourn the meeting. The motion was seconded by Supervisor Campbell. All ayes; motion carried.*

Respectfully submitted,

Emily Marshall  
Secretary I