

Personnel and Insurance Committee Minutes
September 7, 2011 – 3:00 p.m.

Present: Chairman A. Johnson; Supervisors Daly, Hargrave, Richardson, Rowland, Southworth, Thompson, Sausville, Kinowski and Wood; Spencer Hellwig, Administrator; Ryan Moore, Mgmt. Analyst; Jack Kalinkewicz, Marcy McNamara, Personnel; Veronica Calderon-Hicks, Blue Shield of Northeastern New York.

Chairman A. Johnson called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Hargrave, seconded by Mr. Rowland the minutes of the August 2, 2011 meeting were approved unanimously.

Mr. Kalinkewicz gave a brief overview of the monthly Self Insurance report as follows: It was a very busy August in terms of money. There were some settled claims and losses for the month, which is why the money is up slightly, he said. Overall the year to date new cases were down and expenses are down for the year.

Mr. Kalinkewicz said that Sedgewick has been very active in investigation and in working with getting people back to work.

Mr. Johnson said the county is at the end of their three-year liability insurance, and the renewal will be coming up next year. In the past we have looked to have a consultant take us through that process. At last months meeting a subcommittee was appointed to interview the consultants as there were five responses. The subcommittee consisted of Supervisor Johnson and Richardson and along with Mr. Hellwig and Mr. Moore the two low bidders were interviewed; Patrick DiCesare and Marshall & Sterling. The subcommittee's recommendation after interviews is to recommend Marshall & Sterling. They are not the lowest bid, but after evaluating the qualifications and the experience of working with a client the size of Saratoga County and other municipalities, the low bidder didn't seem to have that experience. The subcommittee recommending to the Personnel and Insurance committee to hire Marshall & Sterling at a cost of \$22,500.

Mr. Hellwig said the consultant will be responsible for initially, is to review the existing policies that the county currently has in place and then conduct an evaluation of the agents and brokers to then make a determination of who to assign the insurance markets to. There are a finite number of markets out there that write municipal insurance and write at the level that the county purchases it in terms of our exposures. Once the market studies are done that will be the list of proposals. At that point the consultant will prepare the bid specifications and distribute them to that select group. They will also schedule site visits for the brokers or agencies to come in and examine the property. Ultimately, then the consultant will collect the bids and evaluate them and issue a report to this committee to then make a decision that will be forwarded on to the Law and Finance Committee for the renewal. As this is a cumbersome process, generally the company that has been awarded has kept it for a minimum of three years.

A motion was made by Mr. Rowland, seconded by Mr. Richardson to approve a resolution to hire consultants Marshall & Sterling at a cost not to exceed \$22,500. Unanimous.

Mrs. McNamara