

## **INSURANCE & RISK MANAGEMENT COMMITTEE MEETING**

**February 15, 2006 – 2:30 p.m.**

PRESENT: Chairman DeCerce; Supervisors Janik, Keyrouze, Raymond, Richardson, Wood, Gutheil; Spencer Hellwig, Mgmt. Analyst; Jack Kalinkewicz, Personnel; Sue Lent, Self-Insurance

Chairman DeCerce called the meeting to order.

Mr. Wood moved to approve the minutes of the meeting of December 14, 2005. Mr. Richardson seconded. Unanimous.

Chairman DeCerce appointed Jean Raymond as Vice-Chairman of the Committee.

Mrs. Lent stated that the Self-Insurance Plan covers 53 participants – towns, cities, villages and volunteer firefighters and ambulance workers for Workers' Compensation. All of the municipalities pay a premium to us. We are basically like an insurance company, and we do everything in-house, she said. She said each month, she presents a monthly report on the numbers of accidents and increases and decreases in expenditures for each municipality.

Mrs. Lent distributed copies of the Self-Insurance Pool Report for the period 1/1/06 through 1/31/06 and the report for the same time period in 2005 for comparison. She said the cases are down by 11; expenses for January are down \$22, 897; expenses for the year are down \$22,897.

Mr. Janik asked how the premiums are determined. Mrs. Lent stated 60% experience/20% payroll/20% assessed value. Mr. Gutheil stated Mrs. Lent's office, which is across the hall, does a great job, and she will be very helpful to you.

Mr. Hellwig gave an update on the 2006 property liability insurance renewal. He stated in October, we entered into a contract with an insurance consultant. Every three years, the County hires one to prepare bid specs for the upcoming year's renewals. We do a thorough review of the various exposures. The consultant began working for us in November, he said. We have everybody interested in writing municipal insurance involved in the bidding process. They have until the end of March to submit a proposal,

and the consultant will review them and make a recommendation to this Committee, he said. The County's insurance policies expire May 8<sup>th</sup>, and we must make a decision prior to that date so that we do not have a lapse in coverage, he stated.

Chairman DeCerce said the consultant we used previously passed away, and the new person is Richard Wigzell. Mr. Janik asked what his fee is. Mr. Hellwig stated there were two bids, and the other bidder was \$25,000. Mr. Wigzell was \$12,500. Three years ago, we paid \$17,000, he said. He stated Mr. Wigzell's references were thoroughly reviewed. As far as we can tell, he is confident and capable, he added. He stated a confidential package will be send to the Committee members regarding the consultant's recommendations. He said this precedes the actual awarding of the contracts.

Mr. Janik requested a copy of the current policies. Mr. Hellwig said these are in two binders, but he can give him a copy of the resolution that lists the premiums. He said the driving force between our premiums each year is the stock market.

Ms. Raymond said it is her understanding that NYMIR will bid on our insurance, but they have been told they have to go through an agent. Chairman DeCerce said he told them it was better for Saratoga County if they went through an agent. The way our system is, we would need that agent as a buffer, he stated.

On a motion by Mr. Wood, seconded by Mr. Richardson, the meeting was adjourned.

Respectfully submitted,

Elaine M. Sodemann