

**MINUTES
INSURANCE COMMITTEE
JUNE 7, 2016**

Present: Jeff Gallahan, Mark Venuti, Todd Campbell, Fred Lightfoote, Mary Krause, Brian Young, Mary Gates, Julie Hoffman, Sherman Manchester, John Parrott, Michael Wojcik, Andrea Schoeneman, Michael Reinhardt

Chairman Gallahan called the meeting to order at 10:00 a.m., and announced Supervisor Hicks and Supervisor VanBortel necessarily absent.

Supervisor Venuti made a motion to approve the minutes of the May 3, 2016, meeting, which was seconded by Supervisor Campbell, and carried.

Conflict Defender Andrea Schoeneman was present to discuss a liability insurance waiver for Attorney Robert Zimmerman. Ms. Schoeneman would like to contract with Attorney Zimmerman to act as the assigned counsel panel mentor. There are grant funds available to cover the cost of this contract. Attorney Zimmerman has NYS workers' compensation and disability insurance, and professional liability insurance. Ms. Schoeneman indicated he may have liability insurance, but she was unable to confirm this with him prior to the Insurance Committee meeting, so that is the reason for the request.

Supervisor Venuti made a motion to approve a liability insurance waiver for the contract with Attorney Zimmerman if he does not have this insurance coverage in place. Supervisor Campbell seconded the motion, which carried.

Attorney Reinhardt discussed the assignment and assumption of easement agreement between Morgan Centerpointe Land LLC and the Canandaigua Lake County Sewer District. He noted everything is in order, the inspections have been done, but Morgan does not want to purchase insurance. There is defense and indemnification language.

Supervisor Venuti noted that in Section 3(a), the defense and indemnification language needs to be corrected. The words Assignor and Assignee are reversed and need to be corrected.

Supervisor Lightfoote made the motion to approve the easement agreement with the language correction in Section 3(a). The motion was seconded by Supervisor Venuti, and carried. Attorney Reinhardt indicated he would send a corrected document to the Committee members.

Safety Coordinator Sherman Manchester reviewed the recordable injuries for employees and volunteers on the May 2016 Safety Report. He noted there has been a slight increase year-to-date when compared with the three prior years. May was not a good month. Discussion ensued on details of certain accidents.

Mr. Manchester reminded the Committee that as part of the Hazard Abatement Board Grant, a three-hour training on slips, trips, and falls is scheduled for tomorrow, June 8th. Slips, trips and falls are the cause of many accidents. This training is open to all Plan

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participants. Mr. Manchester also discussed his trip to Albany, where he was present for the awarding of the 2016-2017 HAB Grant funds. Ontario County was approved, and will probably receive about \$14,000 to use towards municipal training in the year to come.

Attorney Reinhardt presented the 2017-2018 Self-Insurance Budget for the Committee's review and approval. The Committee discussed certain line items and noted the increase in the indirect cost allocation line. Mr. Wojcik provided an explanation.

Mr. Parrott noted that the County has been self-insured for thirty years. When the County first self-insured, the annual premium to purchase insurance was \$1.2 million dollars. Now, after thirty years, the proposed annual budget is \$875,000, and the County has an intact reserve fund. Supervisor Lightfoote commended the skill of the individuals involved with the County's self-insurance fund.

Supervisor Lightfoote made the motion to approve the proposed 2017-2018 Self-Insurance Budget of \$863,678, and \$873,461, respectively, which was seconded by Supervisor Campbell, and carried.

Michael Wojcik and Mary Gates left the meeting at this time.

At 10:33 a.m., Supervisor Campbell made the motion to enter into executive session for the purpose of discussing information regarding proposed, pending or current litigation. The motion was seconded by Supervisor Venuti, and carried.

At 10:53 a.m., Supervisor Campbell made the motion to leave executive session and reconvene in the regular session. The motion was seconded by Supervisor Lightfoote, and carried.

Chairman Gallahan reported the monthly deer/motor vehicle accidents increased from 23% last month to 58% this month, with one accident involving a turkey.

With no further business to come before the Committee, Chairman Gallahan made the motion to adjourn the meeting at 10:55 a.m., which was seconded by Supervisor Campbell, and carried.

Respectfully submitted,

Julie Hoffman