

**MINUTES  
INSURANCE COMMITTEE  
OCTOBER 4, 2016**

**MEMBERS**

JEFFERY GALLAHAN  
FREDRICK LIGHTFOOTE (N/A)  
MARK VENUTI  
TODD CAMPBELL  
TAMARA HICKS  
NATHAN VANBORTEL

**PRESENT:** Jeffery Gallahan, Mark Venuti, Todd Campbell, Tamara Hicks, Nathan VanBortel, Mary Krause, Brian Young, Denise Morley, Julie Hoffman, Sherman Manchester, John Parrott, Mike Reinhardt, Emily Phillips, Ed Nicosia, Gian Giandomenico, and Richard Naylor.

**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

N/A—Necessarily Absent

**CALL TO ORDER:**

Chairman Gallahan called the meeting to order at 10:00 a.m. Supervisor Lightfoote is necessarily absent.

**MINUTES:**

*Supervisor VanBortel made a motion to approve the minutes of the September 6, 2016 meeting. The motion was seconded by Supervisor Campbell. All ayes; motion carried.*

Agenda item regarding liability waiver for the Conflict Defender's Office has been pulled.

**STRUCTURED WORKERS COMPENSATION SETTLEMENT**

*At 10:05 a.m., Supervisor VanBortel made a motion for the Insurance Committee to adjourn and reconvene in executive session for the purpose of discussing the medical history of a particular person. The motion was seconded by Supervisor Venuti. All ayes; motion carried.*

*At 10:50 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 Hicks. All ayes; motion carried.*

*Supervisor Hicks made a motion for the authorization to negotiate a settlement as discussed in executive session. The motion was seconded by Supervisor Venuti. All ayes; motion carried.*

**STATUS UPDATE FOR WORKERS COMPENSATION / DBL RFP**

Mr. Parrott updated the Committee that the County received six proposals and interviewed three vendors regarding the Workers Compensation/DBL RFP. The RFP Subcommittee is recommending a one year contract with First Niagara. First Niagara has agreed to meet the requests of the County in order to renew the contract including providing additional reports and having a more proactive approach with available services and enhancements. The Insurance Committee accepts the recommendation to contract with First Niagara. A resolution will be presented at the November Insurance Committee meeting.

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**ACTUARIAL UPDATES**

Mr. Parrott provided the Committee with selected pages from the draft reports of the Willis Tower Watson Actuarial Update on the property/liability and workers compensation insurance plans. The property/liability and workers compensation self-insurance plans should remain fully funded through 2017 without any additional funded required.

**EMPLOYEE SAFETY - MONTHLY REPORT**

Mr. Manchester reviewed the recordable injuries on the monthly Safety Report for September 2016 with the Committee.

Mr. Manchester announced the HAB Grant safety training sessions have started. Signups are going well and the classes are filling up.

**WORKERS' COMPENSATION**

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

**LIABILITY SELF-INSURANCE**

*At 11:15 a.m., Supervisor Cambell 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 11:35 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 Campbell. All ayes; motion carried.*

*Supervisor Venuti made a motion to authorize a settlement in the Maschoff case as discussed in executive session. 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 are at 30% of the total reported accidents.

**ADJOURNMENT**

With no further business to come before the Committee,

*At 11:35 a.m., Supervisor Gallahan made a motion to adjourn the meeting. The motion was seconded by Supervisor Venuti. All ayes; motion carried.*

Respectfully submitted,



Emily Marshall  
Secretary I