

Risk Management Committee, Town of Vernon

Minutes of Regular Meeting of April 13, 2010

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Meeting called to order by Chairman Males @ 7:03 PM

Attendees: Committee Members: George Males, Ellen Kates, Paul Jonas, Bill Mc Manus, Tony Zappola

- Absent: Carl Slusarczyk

Town Rep: Peter Graczykowski , Assistant Town Administrator

Discussion:

1. Public Discussion: no members of Public present; no comments.
2. Approval of Minutes of February 23, 2010 meeting as submitted. Motion by Mr Mc Manus, second by Ms. Kates. Unanimous.
3. Review of Recommendation to put expiring Producer's Contract out to bid for July 1, 2010 fiscal year.

Mr. Graczykowski indicated it was the Town Administration's opinion that it was too late in the year to do the work required, conduct interviews, select a Producer and have that Producer do a good job to seek competitive renewal policies for the Town for the new fiscal year. Accordingly, the Town has unilaterally extended the USI-CT contract for one additional year at a fee of \$ 35,000.

The Administration recommends the Committee target developing and publishing a RFP for this contract in the early Fall of 2010 with a goal of seeking proposals, conducting interviews with legitimate applicants and making a final recommendation prior to year end 2010.

4. Related item to above. Committee was asked to review current town insurance coverages and carriers to see if have any suggestions for renewal season. Paul has done a review of the current actual policies. They are available for other members to review. Was recommended that members consider these issues and bring any ideas to the next meeting.
5. Report on Meeting with Town department heads and CIRMA rep on Feb 25. George and Peter delivered a summary report. Both thought the meeting was beneficial to all parties. May have provided some managers with a perspective on risk management programs and issues that they were not previously aware of. Administration hopes to expand this dialogue with the department managers in the future.

6. Town Annual Report update. Still looking at discrepancy on Workmen's Comp plan self-insurance levels. Different reports cite different dollar levels where insurance kicks in. Will continue to review to resolve.

7. Next scheduled committee meeting: May 11, 2010, 7:00PM Town Hall Council Chambers.

Meeting adjourned at 8:00 PM. Motion – Tony Zappola, Second- Ellen Kates,  
Unanimous