

**Minutes of the Risk
Management Committee Regular Meeting
February 11, 2016**

1. CALL TO ORDER

C. McCullion, Deputy Chief Financial Officer, called the regular meeting of the Risk Management Committee to order and opened the General Session at 1:02 p.m. The meeting was held in the Senate Conference Room on the 7th Floor of City Hall.

Permanent Members Present:

Chris McCullion, Deputy Chief Financial Officer, designee for Rebecca Sutton, Chief Financial Officer
Brian Battles, Deputy Chief Financial Officer
Heather Fagan, Deputy Chief of Staff, designee for Frank Billingsley, Chief of Staff
Deborah Girard, Deputy Chief Administrative Officer, designee for Byron Brooks, Chief Administrative Officer

Staff Present:

Ray Scullian, Risk Management Division Manager
Martha Lombardy, Assistant City Attorney II
Karen Zito, Claims Supervisor
Karleen Bacon, Intern
Elly Grasle, Recording Secretary

Absent:

Jody Litchford, Deputy City Attorney, designee for Mayanne Downs, City Attorney

2. APPROVAL OF MINUTES OF JANUARY 06, 2016

B. Battles made a MOTION TO APPROVE the January 06, 2016 minutes, seconded by H. Fagan. THE MOTION WAS UNANIMOUSLY CARRIED.

3. HELIPORT INSURANCE

R. Scullian explained that this policy has a \$1,000,000 liability limit for the claims that may arise out of the occasional helicopter that lands on top of the Amway parking garage. This is a three year policy that was approved last year by the Risk Management Committee. R. Scullian is requesting authorization to pay the second year premium in the amount of \$3,025.00.

M. Lombardy made a MOTION TO APPROVE the second year premium in the amount of \$3,025.00, seconded by B. Battles. THE MOTION WAS UNANIMOUSLY CARRIED.

4. OTHER BUSINESS

There being no further business to come before the Committee, Chairman C. McCullion adjourned the meeting at 1:04 p.m.

Elly Grasl,
Recording Secretary