

**Minutes of the Risk  
Management Committee Regular Meeting  
March 13, 2017**

**1. CALL TO ORDER**

C. McCullion, Chief Financial Officer, called the regular meeting of the Risk Management Committee to order and opened the General Session at 10:10 a.m. The meeting was held in the Senate Conference Room on the 7<sup>th</sup> Floor of City Hall.

**Permanent Members Present:**

Chris McCullion, Chief Financial Officer  
Brian Battles, Deputy Chief Financial Officer  
Jody Litchford, Deputy City Attorney, designee for Mayanne Downs, City Attorney  
Deborah Girard, Deputy Chief Administrative Officer, designee for Byron Brooks, Chief Administrative Officer

**Staff Present:**

Ray Scullian, Risk Management Division Manager  
Karen Zito, Claims Supervisor  
Elly Grasle, Recording Secretary

**Absent:**

Heather Fagan, Deputy Chief of Staff, designee for Frank Billingsley, Chief of Staff

**2. APPROVAL OF MINUTES OF FEBRUARY 01, 2017**

D. Girard made a MOTION TO APPROVE the February 01, 2017 minutes, seconded by B. Battles. THE MOTION WAS UNANIMOUSLY CARRIED.

**3. PROPERTY INSURANCE RENEWAL**

R. Scullian explained that the Property and Boiler & Machinery policy renews April 1, 2017. This policy covers the City's buildings, structures, and other assets on a replacement cost basis per

various locations, subject to a base deductible of \$250,000. A separate policy covers the Amway Center. Despite an existing 2 year rate guarantee, the soft commercial property insurance market still allowed us to negotiate a 2% rate reduction. Premiums went down accordingly by approximately \$31,000. The renewal values, after being adjusted for inflation, decreased due to deleting coverage for the Centroplex but will be going up again soon with the addition of the new Police Headquarters.

R. Scullian is requesting approval of the Travelers Insurance Company Property renewal proposal in the amount of \$1,022,386 as brokered by Arthur J. Gallagher.

J. Litchford made a MOTION TO APPROVE the Travelers Insurance Company Property renewal proposal in the amount of \$1,022,386, seconded by D. Girard.

Discussion ensued, questions were asked and all were answered.

THE MOTION WAS UNANIMOUSLY CARRIED.

#### **4. FINE ARTS POLICY RENEWAL**

R. Scullian advised that the Fine Arts premium went down as well by \$940. This is a blanket policy with a \$20,000,000 limit for any one location or all locations, with a \$10,000 deductible and covers all of our fine art and sculptures located throughout the City. The new premium is \$19,740.

D. Girard made a MOTION TO APPROVE the Fine Art Property renewal proposal in the amount of \$19,740, seconded by Brian Battles. THE MOTION WAS UNANIMOUSLY CARRIED.

#### **5. BROKER ARRANGEMENT**

R. Scullian advised that we pay Arthur J. Gallagher a fee to place the above coverage and other Risk Management services which is part of an existing contract. The annual fee is \$49,995.

#### **6. ADJOURNMENT**

There being no further business to come before the Committee, Chairman C. McCullion adjourned the meeting at 10:31 a.m.

*Elly Graste*  
*Recording Secretary*

