

# RISK MANAGEMENT TRUST FUND BOARD MEETING

June 14th, 2018

6:00 PM – 7:30 PM

Ocotillo Conference Room, 2<sup>nd</sup> Floor City Hall

## Items:

1. Call to Order – Chairman Bryan Kilgore
2. Introductions
  - a. New Risk Manager Phil Cundiff
3. Review and approval of prior year's minutes - **Approved**
4. Review of Actuarial Report - **Discussion Only**
  - a. Question and Answers
5. Introduction of New Workers' Comp Self-Insured Program - **Discussion Only**
  - a. Boards involvement
    - i. History
    - ii. Present status
    - iii. Future
  - b. Questions and Answers
6. Recommendations - **Recommendations made**
7. Adjournment



# Risk Management Trust Fund Board

## Meeting Minutes

June 14, 2018

### Attendees:

- Bryan Kilgore – Chairman
- Cheryl Carrasco – Assistant Director of Human Resources
- Steven Montague – Finance Dept.
- Phillip Cundiff – Risk Manager

### Minutes:

- Chairman Kilgore opened the meeting – 6:00 pm
- Attendees introduced themselves.
- Chairman Kilgore presented the last years Minutes.
  - Attendees reviews and a vote was presented and seconded to accept the minutes.
    - All voted to accept.
- The 2017 Actuarial report was presented and reviewed by attendees.
  - Phillip Cundiff was asked to cover the outstanding claims against the City and during his reporting he pointed out that there were two potentially large claims still outstanding but since they were in the early stages of the legal process and should not impact the upcoming fiscal year.
    - He also covered the performance of the fund showing that fund claim and administrative categories all came in under budget for the past fiscal year.
  - Phillip Cundiff also covered the cost of insurance premiums and in coverage for FY 19.
    - Insurance premiums went up 25% this year but mainly due to increasing coverage and adding Workers' Comp coverage. With the increase this year future years should only show the normal 5 to 10% increase going forward.

- Even with the increase in premiums we should still be well within the funding levels of the Fund.
  - The attendees discussed future evaluations of City properties.
  - The Actuarial report indicated that the Risk Management Fund is funded at the proper levels with the past and present claims history.
  - The Committee accepted and approved the recommendations of the Actuarial report to stay at the current funding levels.
- Phillip Cundiff covered the new self-insured Workers' Comp program.
  - He covered the cost of the new program versus the old program showing the savings that are expected with using the new self-insured program. These were all explained in the powerpoint presentation shown to the attendees.
  - The group discussed the information presented on the powerpoint slides.
- **The Attendees discussed recommendations for going forward.**
  - Chairman Kilgore recommended that we worked on insuring the bridges and roadways which have not been insured in the past and the estimated cost for insurance coverage was \$72,000.00
  - The Group would like to recommend that the City have a third party come in and assess all the city properties to determine a current value for next year's insurance renewals to insure that the insurance coverage levels are accurate.
  - The Group also discussed having this Fund Commission meeting held in January or February before the budget is set so if there are recommendations that need to be addressed they could be addressed in the budget process.
- Chairman Kilgore motioned to adjourn the meeting which was seconded by Steven Montague and voted on by the group. The meeting was adjourned at 6:30 pm.