

Insurance Committee
September 28, 2007

A meeting of the Insurance Committee was held on September 28, 2007, at 8:00 a.m. in the Purchasing Office's conference room. The following people were in attendance: City: John Smith, Robin Manuele, Roger Spear, Diane Ferguson, Anthony Malavenda. Webster: Fred Moreno and Dom Perno. Ron Messier and Glenn Klocko were not in attendance. Roald Erling came in to the meeting at 8:20 am.

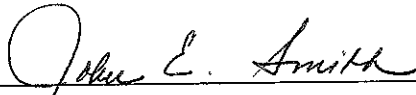
Agenda item # 1 - The meeting was called to order at 8:20 am and Fred discussed the Claim Comparison report as of 9/25/07. There is one claim with a value over \$25,000 and that is Officer Greger's accident. Dom said the excess insurance carrier is being put on notice because the claim could exceed \$400,000 which is the City's self-insured portion. Fred plans on displaying a number of posters at the schools to prevent slips, trips and falls. There will also be a training session during the winter school break. Fred also noted that there is a Safety Committee meeting with the Police Department on Oct. 9th. Fred prepared a number of charts and graphs to depict the annual trends for total incurred costs by department.

Agenda item # 2 - Dale Taylor from Bristol Municipal Employee Credit Union and Ken Shooshan - Stolle from Central CT Regional Planning Agency entered the meeting regarding the non-employee health insurance issue. John explained that Robin and he met with Jonathan Bilmes from BRRFOC to get an understanding of how the City began offering insurance to outside agencies. John gave a brief summary of the meeting by explaining that BRRFOC was assembled in 1985 and at that time it was decided that the City would provide benefits to the employees of BRRFOC as a way to leverage existing resources. John feels that keeping non-city employees on the city's insurance could become a serious problem both politically and financially. Ken from CCRPA said he thought that the arrangement evolved from the agency being housed in Bristol, there was Bristol membership on the board and Bristol volunteers. Dale said the credit union came onto the City's insurance in 1999 or 2000. John asked Robin to find out about the Bristol Burlington Health District because they are a quasi-city agency that is also on the City's insurance. Robin said she will contact Corp. Counsel to see what they have on file. This issue will be further addressed once we receive information from Corp. Counsel.

Agenda item # 3 - Robin reminded the committee members that John recommended that she speak to Fred Denote from Tracy Driscoll to get his advice on the recommended level of insurance coverage for the rental and leasing of school or city property. Fred suggested the industry norm is \$1,000,000 per occurrence, \$2,000,000 aggregate so Roald made a motion to amend the City of Bristol's Standardized Insurance Requirements section - School, Rented or Leased Facilities, to read as follows: "All organizations renting or leasing any City or School facilities must be required to carry

\$1,000,000 combined single limit of bodily injury and property damage coverage and \$2,000,000 aggregate coverage," seconded by John. Robin will notify the necessary departments of this change.

A motion to adjourn was made by Roald at 8:58 am.



John Smith
Insurance Committee Chairman