

**City of Bristol, Connecticut
Insurance Committee Meeting
September 24, 2020**

A meeting of the Insurance Committee of the Board of Finance was held on September 24, 2020 in the City Hall Council Chambers. The following were in attendance: Committee Members: John Smith, Ron Burns and Marie O'Brien City: Diane Waldron, Robin Manuele, Mark Penney and Ellen Zoppo Sassu Tracy Driscoll: Mike Rivers HD Segur: Nancy Cosgrove, Scott Sundberg and Dave Harris BOE: Jill Browne and Sam Galloway Lockton: Lisa Daley

1. Call to order.

John Smith called the meeting to order at 9:00 a.m.

2. Discussion on the City's Liability Insurance with Tracy Driscoll and HD Segur and to take any action as necessary.

Dave Harris reviewed the claims report as of September 24, 2020. A review of the open suits, open liability and open automobile claims was presented. Commissioner O'Brien questioned if there is anything unusual, Dave confirmed there isn't compared to other municipalities.

Mike Rivers and Scott Sundberg discussed the recent law enforcement legislation with the Committee, where most changes do not go into effect until July 2021. Scott has had conversations with Diane and the Mayor already regarding any affects this may have on the City. The City has always been able to be sued so there is no change there, and there is no individual product law enforcement officers can buy to protect themselves, however this is going to allow more claims to proceed through the court system. John questioned if the City may see more failure to act claims, with the City being sued based on decision making at the scene. Officer training was discussed, where it was felt more training should be implemented to protect the City and the officers. When the officers are trained properly the proper decisions can be made.

3. Discussion of Insurance Requirements – City Retirement Fund and to take any action as necessary.

Diane Waldron explained that at the last Retirement Board meeting the fee structure was reviewed with the pension advisor. The advisor was claiming the City's requirements are excessive. It was discovered during the process a current certificate of insurance is not on file with the City. When reviewing the original RFP the City required \$10 million aggregate insurance. The advisor was claiming the City's requirements are excessive.

The current certificate of insurance on file expired January 2019. Diane discussed with Scott and Nancy to see what other municipalities require as well as industry standards, which ranges from \$20 - \$50 million. Nancy was able to obtain Beirne's current certificate yesterday from HUB International, which is now an updated policy on their own, not part of a group policy that they previously had, but is at \$5 million per occurrence. The previous policy was at \$10 million pooled with other investment companies with two excess policies of \$10 million each. Scott discussed in the private industry, ERISA standards would require 10% of assets to be insured.

Discussion was held that Beirne should meet the requirements of the original RFP with their current COI. If the City does go out to bid in the future, the minimum insurance requirements can be increased to meet the industry standards for defined benefit plans. Mike stated the City also has a policy with Travelers as the fiduciary of \$10 million.

9:43 a.m. HD Segur left the meeting, Lockton entered via WebEx.

4. Discussion on the City's Health Insurance with Lockton Companies and to take any action as necessary.

Lisa reviewed the experience detail for the City and BOE for 2019-2020 and July 2020. For 2019-2020, actual vs. budget was 90.8% with everything added together for total plan costs. For both medical and dental, claim utilization dropped during the months of April and May due to the pandemic. High claims over \$200,000 were reviewed, for 2019-2020 there were a total of fourteen claims in this category. For dental, the actual vs. budget was 76.4% for the total plan year.

Lockton will have the initial budget projection ready for the City by the third week of December, discussions are being held internally at Lockton on how to develop the budget projections using trends and claim experience due to the drop in utilization for March and April. Lockton will communicate how the budget projections are developed to the City and BOE.

Lockton is developing two RFP's for the City. One is for COBRA administration services due to customer service issues with Wage Works the current administrator. There is a 90 day termination clause in that contract so this RFP is on track for February 1, 2020. The second RFP is for dental, medical and RX set to be issued the first week of December. Medical and RX will stay bundled with the option of dental being bundled or it can be separate like it is now.

Lisa updated the Committee that Liz Spencer the current Account Manager has been promoted, and Dan Sullivan will be the City's new Account Manager.

Marie questioned if there was a way to find out if there was a way if elective surgeries were not performed due to the pandemic. Lisa explained Cigna can provide information on elective surgeries, and reviews it with the City at the annual utilization meeting, but wouldn't have that data to provide due to a change in behavior.

5. Adjournment.

Ron Burns made a motion to adjourn seconded by Marie O'Brien at 10:11 a.m.

Respectfully Submitted,

John Smith/jam
John Smith, Chairman