

**City of Bristol, Connecticut
Insurance Committee Meeting
January 29, 2021**

A meeting of the Insurance Committee of the Board of Finance was held on January 29, 2021 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 BOE: Jill Browne and Sam Galloway Future Comp: Tony Szwez, Steve Grahn, Sarah DePergola, Fonda Carmody, Julia Coco, and Lori Corso. Lockton: Lisa Daley and Brenton Milardo

1. Call to order.

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

2. To discuss the City's Self Insured Worker's Compensation Program with FutureComp and to take any action as necessary.

FutureComp reviewed the quarterly report with the Committee. Open claim counts and financials for all fiscal years as of December 31 were reviewed totaling \$11,877,759. Open indemnity and medical claim counts by Department for all fiscal years total 198, 143 for indemnity and 55 for medical, which includes all departments and heart and hypertension. For this fiscal year December was the highest month with 45 claims, October with 38 and July 26. BCHS, BEHS and West Bristol are the three schools with the highest claim counts. Discussion was held on the COVID related claims as that is one of the highest reported incidents on the City side with 85 total reported, especially in the Fire Department. The City is incurring loss time claims as employees are needing to quarantine after coming in contact with another employee who has tested positive. Commissioner Burns questioned if there are any screening protocols in place, which Mark Penney explained they are self-reporting through the Supervisors, which won't account for any asymptomatic cases.

The City has Heart and Hypertension claims open dated back to 1979, the City has settled three in the past year totaling approximately \$335,000.

Chairman Smith questioned if there were any trends, Fonda stated no, it is all over the place. John stated someone should be reviewing the claims, figuring out why something happened and how to prevent it in the future. FutureComp is receiving the claims in a timely fashion, typically within 24 hours.

Tony explained the risk management software is made available to the City and BOE, there are several modules available. Sam stated they use a software called Safe Schools for their training.

At 9:45 a.m., FutureComp and Mark Penney left the meeting, Lockton and Tom Conlin entered.

4. To discuss changes to Ordinance Section 10- Solid Waste language and to take any action as necessary.

Tom Conlin discussed revisions the Ordinance Committee is considering to Section 10 of the City Ordinances which deal with Solid Waste disposal specifically Section 10-23, which concerns the registration of private waste haulers who operate within the City. The suggested amendment to 10-23(7) would read:

"A certificate of insurance (auto insurance) in an amount specified by the board of finance, with the City of Bristol named as an additional insured shall be required." The requested amendment more closely follows the City practice of requiring the City be named as additional insured on certificate of insurance.

Commissioner O'Brien made a motion seconded by Commissioner Burns, "To approve the recommended amendment and recommend approval by the full Board of Finance." Motion approved.

Tom Conlin left the meeting.

3. To discuss the City's Health Insurance with Lockton Companies and to take any action as necessary.

Lockton reviewed the monthly cost reports, July 2021 pre-renewal medical and dental projections and discussed the RFP renewal and timeline. Experience detail was presented for the prior policy year and the current year through October 2020. The City averaged \$2 million in claims last year, and this year is averaging \$1.9 million as August and September were lower than normal. To date, there has been one claim over \$200,000. Dental experience was reviewed for the same time period, claims averaged \$75,000 last year with April and May being

significantly low due to dental offices being closed during COVID. This year claims are averaging \$90,000 through October.

Brenton walked the Committee through the renewal projection using two different scenarios, experience through March 2020 and experience through October 2020. This established an upper and lower boundary for the rate increase between 4.4-7.9%, which is a 3.5% range. Lockton is recommending the City budget at a 6% increase for 2021-2022 at this time.

Jill Browne questioned the renewal projection of Stop Loss at 10%, Lisa explained Lockton is working on that and the projection may come down with the renewal. John questioned how the City compares to others, Brenton stated the City was more predictable as COVID had less of an impact on the claim experience. Lockton is recommended a rate hold on dental.

Lisa reviewed the renewal RFP which went to market in December with responses due back January 8. Lockton is currently reviewing the responses and will present to the City/BOE the beginning of February. Lockton is currently negotiating with the incumbent as well. A decision will need to be made in March if a change will be made to allow for a 90 day implementation period for a new plan to be effective July 1.

Lockton left the meeting at 10:15 a.m.

The Committee revisited the prescription drug analysis discussion from the last meeting. Diane discussed how the current contract with Cigna prohibits the City from participating and would jeopardize the drug rebates the City receives. There are also concerns to unbundle the prescription program with stop loss and the high deductible plans. At this point it doesn't make sense for the City to pursue. The City does have a wellness point system in place which reduces the premium cost share for the employee if achieved. The City was expanding the wellness program with lunch and learns, and switched to virtual programs once COVID hit. Commission O'Brien stated it is important for the City to pay attention to the cost of specialty to drugs. John agrees, and Lockton is performing a pharmacy audit as well as this is reviewed during the Cigna utilization meetings.

5. To discuss Insurance for Health Professional Services and to take any action as necessary.

Roger discussed the insurance requirements for health professional services. Currently the City's requirement for insurance by independent contractors solely addresses the need for general liability for contracts expected to be greater than \$5,000 but it doesn't address work done by medical, mental health or social work providers.

Roger is proposing the following language for certain professional services:

In the event that a contractor is retained for certain professional services inclusive of attorneys-at-law, dentists, chiropractors, physicians and surgeons, physician assistants, physical therapists, occupational therapists, psychologists, licensed marital and family therapists, licensed professional counselors and licensed clinical social workers, then the contractor is required to provide a certificate of insurance, naming the City as additionally insured, showing general commercial liability in amounts of \$1,000,000.00 (combined single limit) Bodily Injury-Property Damage Coverage per occurrence, and \$2,000,000.00 aggregate coverage. Further, the contractor shall provide evidence of coverage for professional liability in an amount not less than \$500,000.00 per claim and \$1,000,000.00 aggregate.

Commissioner O'Brien made a motion seconded by Commissioner Burns, "To approve the recommended language and recommend approval by the full Board of Finance." Motion approved.

6. Adjournment.

Ron Burns made a motion to adjourn seconded by Marie O'Brien at 10:40 a.m.

Respectfully Submitted,

John Smith/jam
John Smith, Chairman