



Self-Insurance Trust Board of Trustees 2015 Annual Report

The following report summarizes activities of the Self-Insurance Trust Board during the 2015 calendar year.

January – December:

The Board of Trustees had a total of two scheduled and noticed public meetings, (April 29, 2015 and October 19, 2015), at City Hall, 255 West Alameda, 5th floor.

Current and future challenges as well as recommendations and implemented changes characterized meeting topics during FY2015. Topics included cost and actuarial allocations, a contingency fund reserve and continued inclusion of involuntary tort payments in property tax levy. Central Safety Services, Risk Management and Workman's Compensation divisions were reviewed including Central Safety Services move from Human Resources to Risk Management; hiring another claims adjuster; and the revised Form 103 and accompanying documents with city-wide training.

Members:

Hector M. Encinas
 Ron Ewing
 Frank Frey
 Steve Hollander
 Silvia Amparano

Meeting Summation:

Meetings	Activities	Actions	Attendance	Call to Audience
04/29/2015	<p><u>Overview</u></p> <ul style="list-style-type: none"> -Financial Statement -Annual Report -Claim Recovery Program -Risk Management -Fund Policies -Transportation Safety Standards Program <p><u>Reviewed</u></p> <ul style="list-style-type: none"> -2nd Quarter reports -Landfill insurance proposals and payouts prior to 1985 -FY2016 Fund Recommendation Letter to Mayor and Council -Workers' Compensation rate increase and contract -Departmental Quarterly Loss Run Reports -New Form 103, Insurance Verification Card and Accident Information Sheet -Central Safety Services section joins Risk Management Division under Finance Department -Transportation Safety Standards Program 	Approval of Minutes Motion/Second/Passed	4 members present; 7 staff 2 guests	<p>Introduction Shawn Moore, Transportation</p> <p>Introduction Drew Newton, The Mahoney Group</p>

Meetings	Activities	Actions	Attendance	Call to Audience
	<p>Discussion</p> <ul style="list-style-type: none"> -Tort Liability payment -Appropriate Fund Reserve Levels -Second Annual Report contents -Establishing fund policies -Future Meeting Schedule 	<p>Adjournment Motion/Second/Passed</p>		
10/19/2015	<p>Reviewed</p> <ul style="list-style-type: none"> -FY 2015 Unaudited and FY 2016 1st Quarter -FY2015 Actuary report -FY2015 Annual Report loss trends, insurance premiums, outside agency assistance with old environmental litigation claims and 1st Quarter FY2016 departmental loss runs <p>Discussion</p> <ul style="list-style-type: none"> -FY 2017 Tort Liability Payments -Fund Reserve Policy -Future agenda items of Risk Management Policy and fund reserve recommendations -Future Meeting Schedule 	<p>Approval of Minutes Motion/Second/Passed</p> <p>Approved recommendation that Mayor and Council use cost allocation prepared by actuary and to include the involuntary tort liability Motion/Second/Passed</p> <p>Approved the fund reserve policy as amended Motion/Second/Passed</p> <p>Adjournment Motion/Second/Passed</p>	5 members present; 4 staff 2 guests	<p>Introduction Gail Flannery AMI Risk Consultants (Teleconference)</p> <p>Introduction Drew Newton The Mahoney Group</p>

The Self-Insurance Trust Board of Trustees will continue to meet through calendar year 2016, with future meeting schedules posted online and with the Clerk's office as soon as dates are confirmed and approved by the Board of Trustees.

Respectfully Submitted,


Hector M. Encinas, Chairman
Self-Insurance Trust Board