

**INSURANCE ADVISORY BOARD  
100 NORTH ANDREWS AVENUE  
8<sup>TH</sup> FLOOR CONFERENCE ROOM  
FORT LAUDERDALE, FL 33301  
WEDNESDAY, FEBRUARY 5, 2014 – 8:00 a.m.**

<b>MEMBERS</b>	<b>ATTENDANCE</b>	<b>CUMULATIVE 1/14 – 12/14</b>	
		<b>PRESENT</b>	<b>ABSENT</b>
Joseph Cobo, Chair	P	1	1
Mark Schwartz, Vice Chair	P	2	0
Joe Piechura, Sr.	P	2	0
Jim Drake	P	2	0
Charles Grimsley	P	2	0
Steve Botkin	P	1	1
Ted Hess	P	2	0

**Staff**

Guy Hine, Risk Manager  
Matthew Cobb, Risk Management Coordinator

**Communications to City Commission**

None.

**1. Roll Call (including number of appointed members and quorum)**

Vice Chair Schwartz called the meeting to order at 8:05 a.m.

As of this date, February 5, 2014, there are 7 appointed members to the Insurance Advisory Board, which means 4 would constitute a quorum. Roll was called and it was determined there was a quorum at this time.

**2. Approve Minutes of January 8, 2014**

This item was deferred until the March 5, 2014 meeting as the draft minutes from the January 8, 2014 meeting were not ready as of yet.

**3. Communications to City Commission**

None.

**4. Unfinished Business**

- **Update on Employee Benefits Coordinator**

Mr. Hine advised the Board on the status of the recruitment for the Employee Benefits Coordinator. After an initial set of interviews that failed to find a good candidate for the position, staff has completed another advertisement period and just finished a new training and experience selection process (33 applications). Mr. Hine expected that new interviews will be happening shortly and a hiring decision should be made before the next Board meeting in March 2014.

## **5. New Business**

- **Election of Chair and Vice Chair**

Mr. Hine advised the Board on the procedures for nominating and electing the Chair and Vice Chair. The Board proceeded to discuss this item and made nominations.

**Motion** by Mr. Hess, seconded by Mr. Botkin, to nominate Mr. Cobo for Chair and Mr. Schwartz for Vice Chair of the Insurance Advisory Board. In a voice vote, the motion passed unanimously.

- **Review Calendar of Events**

Mr. Hine reviewed with the Board a schedule of the City's policies and calendar of important future agenda items based upon Mr. Piechura' request from the last meeting. The Board briefly discussed this item and requested that staff distribute to them electronically.

- **Update on 2014 Enrollment Results**

Mr. Hine provided a brief update on the 2014 benefit enrollment bio-metric, HRA, and smoking requirement results. He advised that 49% of the enrolled population was in the consumer driven health plan (CDHP) and the remaining 51% were in the traditional health maintenance organization plans (HMO). A total of approximately 1,400 employees were enrolled across the CDHP and HMO plans. The Board proceeded to ask questions and discuss this item.

## **6. Open Discussion – Old/New Business**

- **Motion to approve crime insurance premium quote**

Mr. Hine provided an overview of the three quotes received for the crime insurance policy from Travelers, National Union, and Fidelity. Last year the premium was \$5,467 and the renewal quote for this year was \$5,529 from Travelers, and this was lowest of the three quotes received (National Union \$7,203 and Fidelity \$12,938).

**Motion** by Mr. Botkin, seconded by Mr. Hess, to approve the crime insurance premium quote by Travelers Casualty and Surety Company of America for \$5,529. In a voice vote, the motion passed unanimously.

- **Community Rating System**

Mr. Grimsley advised that he attended the State of Florida Insurance Market Summit in January 2014, which had approximately 750 attendees. He heard Mr. Bryan Koon, Director of the State of Florida Emergency Management/State Emergency Response Team (SERT) speak on FEMA and the Community Rating System (CRS). He advised that it was very informative and thought the Board might be interested in inviting him to speak before them. The Board proceeded to discuss this suggestion.

Mr. Cobb provided the Board with details on the City's current CRS rank of 7 and the FEMA CRS team that City had in place. He requested contact information for Mr. Koon from Mr. Grimsley and advised that he would try to arrange a presentation by Mr. Koon jointly before the Board and City's CRS team.

**7. Schedule Next Meeting – March 5, 2014**

**8. Adjourn**

**Motion** by Mr. Hess, seconded by Mr. Drake, to adjourn the meeting. Hearing no objection, the meeting was adjourned at 8:47 a.m.

**Minutes Prepared By:** Matthew Cobb