

STATE INSURANCE & RISK MANAGEMENT BOARD
Minutes of Meeting No. 338
July 12, 2022
9:30 A.M.

The Three Hundred Thirty-Eighth meeting of the State Insurance and Risk Management Board was held on Tuesday, July 12, 2022. Due to the COVID-19 pandemic, the meeting was a Microsoft Teams meeting.

Chairperson Donatelli presided.

The following members were in attendance:

State Insurance & Risk Management Board

Ms. Susan M. Donatelli, Chairperson
Mr. Matthew S. Necci, Vice Chairperson
Mr. Brian M. Farrell
Mr. Stephen Fontana
Mr. Scott Kuhnly
Mr. Seth T. Mahler

Mr. George A. Dagon was unable to attend
Ms. Marjorie F.B. Lemmon was unable to attend.
Mr. Patrick Mahon was unable to attend.
Ms. Martha Carlson, Deputy Comptroller

Department of Administrative Services/Insurance and Risk Management Board

Ms. Melissa M. Frank
Ms. Eileen G. McNeil
Mr. Gene Burk
Mr. Jay Yasensky
Mr. Rajpaul Singh

Office of the Agent of Record

Mr. Fred Tanguay, Senior Vice President
Ms. Doreen Lessard
Mr. Brian Tamms

STATE INSURANCE & RISK MANAGEMENT BOARD
Minutes of Meeting No. 338
July 12, 2022
Page 2

1. Call to Order

The meeting was called to order at 9:32 A.M.

2. Introduction – Melissa Frank, Director of Risk Management

Chairperson Donatelli introduced Melissa Frank, the new Risk Manager. Ms. Frank provided a brief overview of her background stating that she worked at UConn and has worked with Mr. Tanguay, Ms. Lessard and Ms. McNeil over the past twelve years. Ms. Frank is looking forward to working with the Board.

3. Approval of Minutes of Meeting No. 337 held on April 19, 2022 (Exhibit 3)

A motion was made by Mr. Mahler, seconded by Mr. Kuhnly and

VOTED: To approve the minutes of Meeting No. 337 held on April 19, 2022.

Mr. Fontana abstained.

4. SIRMB Budget - Review and Discussion

a) FY2021-2022 Budget Update as of June 2022 (Exhibit 4a)

Ms. McNeil reviewed the June budget spreadsheet noting that all bills have been paid for FY22 and that the Board has been working with the DAS Business Office and OPM to request a carry-forward of some of lapsing funds in the GF and STF account. Mr. Tanguay explained that there are two GF claims and one STF claim that were to be resolved in FY 22, but are now due to be resolved in early FY23. The Board should have an answer from OPM regarding the carry-forward in early August.

4. b) FY2021-2022 Expenditures for April 2022-June 2022 (Exhibit 4b)

After a review of the expenditures, a motion was made by Mr. Fontana seconded by Mr. Kuhnly and unanimously

VOTED: To approve the expenditures from April 2022.

A motion was made by Mr. Fontana seconded by Mr. Kuhnly and unanimously

VOTED: To approve the expenditures from May 2022.

A motion was made by Mr. Fontana seconded by Mr. Kuhnly and unanimously

VOTED: To approve the expenditures from June 2022.

STATE INSURANCE & RISK MANAGEMENT BOARD
Minutes of Meeting No. 338
July 12, 2022
Page 3

4. c) FY2022-2023 Budget Discussion

Mr. Tanguay advised that the Board's GF appropriation in FY23 is the same amount as in FY22. The Board's STF appropriation in FY23 is \$87,000 more than in FY22.

4. d) Loss Prevention Fund – Discussion/Approval (Exhibit 4d)

Ms. Frank is proposing that the Board set aside a portion of its GF budget to be used for site improvements recommended by FM Global. She noted that FM will be issuing a membership credit this year and that the Board could set that money aside as a separate line items to help agencies share the costs of certain projects. The goal is to work with FM Global to prioritize what projects need to be worked on first. Mr. Mahler asked if the monies in the Loss Prevention Fund could be used to pay for other expenses (premiums/claims) if the Board needs the funds to cover other expenses. Mr. Mahler also asked if the Board needs permission from OPM to create a separate line item for the Loss Prevention Fund. Ms. Frank will work with the DAS/Business Office to get those questions answered and report back to the Board at the next Board meeting.

A motion was made by Mr. Kuhnly, seconded by Mr. Fontana and unanimously

VOTED: To pursue setting up a Loss Prevention Fund once all questions are answered.

5. Report from the Director of Risk Management (Exhibit 5)

Ms. Frank presented a high-level overview of what she has accomplished during the past two months as the new Risk Manager, as outlined in Exhibit 5. Ms. Frank also updated the Risk Management Manual which Ms. Donatelli asked the Board members to review and deferred approval until the next Board meeting.

6. Insurance Renewals

a) UConn Athletic Injury Renewal 2022-2023 – Discussion/Approval (Exhibit 6a)

Mr. Tanguay explained that the NCAA provides catastrophic coverage for claims in excess of \$90,000. This policy provides basic athletic injury coverage for intercollegiate student athletes at UConn. UConn reimburses 100% of the premium and has requested that coverage be bound with QBE.

After some discussion, a motion was made by Mr. Mahler, seconded by Mr. Kuhnly and unanimously

VOTED: To place coverage as outlined in Exhibit 6a at an annual premium of \$241,000 with a \$15,000 Claim Fee.

STATE INSURANCE & RISK MANAGEMENT BOARD
Minutes of Meeting No. 338
July 12, 2022
Page 4

6. b) UConn Study Abroad renewal 2022-2023 – Discussion/Approval (Exhibit 6b)

Mr. Tanguay noted that this year's quote is the same as last year's premium even though there was no full study abroad program last year. He also noted that UConn pays 100% of the premium.

A motion was made by Mr. Fontana, seconded by Mr. Kuhnly and unanimously

VOTED: To place coverage as outlined in Exhibit 6b at an annual premium of \$143,533.

6. c) Property Renewal October 2022 – Discussion

Mr. Tanguay stated that the property policy will renew on October 15, 2022. The Board will review and vote on this policy at its September 13, 2022 Board meeting. Mr. Tanguay noted that there are significant outstanding FM Global recommendations for the four colleges and the 15 community colleges, however, FM Global stated that they would offer renewal terms. Some progress has been made towards working on a Risk Improvement Plan. Mr. Tanguay does not know what the renewal terms are yet. Ms. Frank is working with Assured Partners and DAS to get appraisals so that FM Global will have more accurate values. Mr. Tanguay and Ms. Frank will be meeting with FM Global in the beginning of August and will have the quote on the property policy in mid-August.

a) Claims Committee Report – Patrick Mahon

Mr. Mahler provided a summary of the last Claims Committee meeting in Mr. Mahon's absence. Mr. Mahler stated that the committee met on May 11, 2022 to review a number of claims and granted settlement authority to CSS for approximately eight claims. The next Claims Committee meeting is scheduled for September 9, 2022.

8. Executive Session

Mr. Tanguay, Ms. Lessard, Mr. Tamms, Mr. Singh and Mr. Yasensky were asked to leave for the discussion in Executive Session.

A motion was made by Mr. Mahler, seconded by Mr. Kuhnly and unanimously

VOTED: To enter Executive Session at 10:21 a.m. for discussion on Items 8a and 8b.

8. a) TPA Contract Update

8. b) RFP for Appraisal Services Update

Executive Session ended at 10:39 a.m.

STATE INSURANCE & RISK MANAGEMENT BOARD
Minutes of Meeting No. 338
July 12, 2022
Page 5

9. Other Matters to Properly Come Before the Board

There were none.

10. Date and Location of Next Meeting

The next meeting will be on September 13, 2022. Mr. Necci will chair this meeting in Ms. Donatelli's absence.

11. Motion to Adjourn

It was moved by Mr. Mahler, seconded by Mr. Fontana and unanimously

VOTED: The meeting be adjourned. The meeting adjourned at 10:40 A.M.