



City of Middletown
OFFICE OF THE GENERAL COUNSEL
245 deKoven Drive
Middletown, CT 06457-1300
TEL: (860) 638-4820 FAX: (860) 638-1920
TDD: (860) 344-3521

Minutes

Regular Meeting of July 7, 2015
Insurance and Claims Committee

Present: Chairman Grady Faulkner, Council Member Hope Kasper and Council Member Sebastian Giuliano

Also Present: Brig Smith, General Counsel; Matthew Bacon, Claims Administrator; Nancy Conaway-Raczka, Risk Manager; Honorable Robert Holzberg (Ret.)

A. Call to Order

Chairman Faulkner called the meeting to order at 7:04 p.m.

B. Approval of Minutes

Approval of the May 5, 2015 meeting minutes, moved by Council Member Giuliano. Chairman Faulkner seconded approval of minutes, Council Member Kasper abstained. Motion approved

Approval of the June 2, 2015 meeting minutes, moved by Council Member Kasper. Chairman Faulkner seconded approval of minutes, Council Member Giuliano abstained. Motion approved

C. Public Session

No members of the public were present for the Public Session.

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D. Executive Session

Motion to go into executive session by Chairman Faulkner, seconded by Council Member Giuliano, and carried unanimously.

General Counsel Brig Smith and Judge Robert Holzberg presented discussion regarding strategy and negotiations with respect to CIRMA et. al. vs. DeRita Construction et. al., pursuant to sections 1-200 (6) (B) and 1-225 of the Connecticut General Statutes, as amended.

Motion to rise from Executive Session by Council Member Giuliano, seconded by Chairman Faulkner, and carried unanimously.

Motion to approve settlement of CIRMA et. al. vs. DeRita Construction et. al as discussed in executive session by Council Member Giuliano, seconded by Council Member Kasper, and carried unanimously.

E. Report on Claims Settled Within General Counsel's Settlement Authority or City's insurance carrier, CIRMA

Matthew Bacon, Claims Administrator provided the Committee with a synopsis of the following claims settled within the authority of General Counsel or the City's insurance carrier, CIRMA.

1. Naehring, Mary vs. City of Middletown
2. Middletown Adult Education vs. City of Middletown
3. Hughes, Damian vs. City of Middletown
4. Gawlak, Steven vs. City of Middletown
5. Westman, Barbara vs. City of Middletown
6. Ipek, Alim vs. City of Middletown
7. City of Middletown vs. Humphry, Patrick

F. Risk Management Report

Risk Manager Nancy Conaway-Raczka provided an update on training which will be held on August 5, 2015 for employees who manage volunteers. The training will define volunteer liability and discuss the value of volunteer risk management, as well as aid in developing a volunteer management plan.

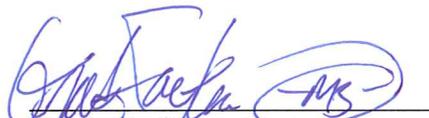
G. Other Business

1. Nancy Conaway-Raczka, Risk Manager, advised that because this is the first meeting after the new fiscal year, there is not a monthly accounting report to present.

2. Nancy Conaway-Raczka, Risk Manager presented documentation regarding OSHA training for BOE employees and associated attendance records.
3. Nancy Conaway-Raczka, Risk Manager described the details regarding a carbon monoxide alarm at Woodrow Wilson Middle School. She explained that the cause was a piece of an HVAC unit which became dislodged and caused an exhaust backflow. She advised that South Fire and school personnel followed safety procedures, and no students or employees reported any incident related illness or injury.
4. Matthew Bacon, Claims Administrator presented two recent property claims for BOE facilities. The first was water damage from ice buildup at Spencer School. The City carries a deductible of 50K which is owed to Belfor Restoration and CIRMA will cover amounts above the deductible. The second claim is for the Oasis Building adjacent to WWMS. A pipe burst, causing water damage within the classrooms. Servepro to begin remediation.
Motion to approve payment for both BOE claims made by Council Member Giuliano, seconded by Chairman Faulkner, and carried unanimously.
5. Chairman Faulkner inquired about online citizen notification tools being used by other municipalities. General Counsel staff advised that unless the City subscribes or endorses a particular platform for official notification, the City isn't on official notice when citizens post on a third party website. The committee may consider reviewing options for online notification in the future.
6. Council Member Kasper inquired on which employees comprise the workers compensation pool for the Board of Education. The Risk Manager advised she would report back on who is in the BOE pool.

H. Adjournment

The Committee adjourned at 8:36 p.m. on motion of Council Member Kasper, seconded by Chairman Faulkner, and carried unanimously.



Grady Faulkner, Chair

cc: Hon. Daniel T. Drew, Mayor
Joe Samolis, Chief of Staff
Council Member Hope Kasper
Council Member Sebastian Giuliano
OGC Personnel
Carl Temme, H.D. Segur