Support Services Committee
Self- Insurance Department

AGENDA

November 21, 2016 10:00am

Committee Members: Chairman, Supervisor Vanselow
Supervisor Frasier
Supervisor McDevitt
Supervisor Wood
Supervisor Brock
Supervisor Seeber
Supervisor Montesi
Supervisor Leggett
Vacant

I. Action Agenda/New Business

1. **Resolution requested to renew the various insurance coverages for 2017.**

   Rationale: Rose & Kiernan, Warren County's Insurance Broker, has recommended renewing the various insurance coverages for 2017 as listed on the attached spreadsheet. Lee Pollock, will provide a brief presentation to the Committee.

Attachments

1. Resolution request form & insurance coverage spreadsheet (5 pages)

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Self-Insurance

DATE: 11/21/16

(a) Purpose of Request: Renewing Property & Casualty Insurance For 2017

(b) Details: Support Services Committee has reviewed the County's insurance coverage for 2017 with Rose & Kiernan and the Committee has recommended renewing the insurance polices as follows: (1) with New York Municipal Insurance Reciprocal - Property, General Liability, Owners and Contractors Protective Liability, Public Officials Liability, Law Enforcement Liability, Automobile Liability, Healthcare General and Professional Liability, and Umbrella Liability; (2) with Travelers Insurance Company - Boiler & Machinery and Crime; (3) with Old Republic Insurance Company - Airport Liability; (4) with Great American Insurance Company - difference in conditions coverage; (5) with Harleysville Worcester Insurance Company - NFIP flood insurance; (6) with Ironshore - Pollution Liability; (7) with Capitol indemnity Corporation - Specific Excess Employers Liability; (8) with Midwest Employers Casualty - Excess Workers' Compensation; (9) with Hartford – Inland Marine and (10) with AIG - Privacy and Security at a total premium and service fee issued to Rose & Kiernan for the above in an amount not to exceed $922,000.

(c) Previous Resolution Number: R642 of 2015

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: various departmental budget codes

Sample: A.8021470 Planning & Community Development - Contract

* as listed in budget and LOGOS

Warren County 2017-18 Renewal Survey

Type of Coverage	Company	Limits	Deductible	Total Premium 2016	Total Premium 2017	Commission %	Commission Included in premium
Property	NYMIR	$ Blanket Bldg & Contents $ 105,072,385 $ 1,000,000 Earthquake $ 1,000,000 Flood	$10,000 $25,000 $25,000	$65,214.75	$67,255.48	0%	$0
General Liability	NYMIR	$ 1,000,000 Occurrence $ 3,000,000 Aggregate $ 1,000,000 Products/Comp Ops Aggregate $ 1,000,000 Personal & Advertising Injury $ 2,000,000 Damage to Rented Property $ 5,000 Medical Payments one person/$10,000 each occurrence $ 1,000,000 Employee Benefits	$10,000 $ 1,000	$115,172	$109,538	0%	$0
Law Enforcement Professional Liability	NYMIR	$ 1,000,000 Occurrence $ 2,000,000 Aggregate	$50,000	$175,160	$182,911	0%	$0
Business Auto	NYMIR	$ 1,000,000 Combined Single Limit $ 150,000 Personal Injury Protection $ 1,000,000 Uninsured Motorists $ 10,000 Medical Payments ACV Comprehensive and Collision-Scheduled Vehicles Vehicle Count 2016-298, 2017-332	None Per Schedule	$92,185	$96,651	0%	$0
Public Officials Liability	NYMIR	$ 1,000,000 Occurrence $ 2,000,000 Aggregate	$50,000	$56,880	$58,337	0%	$0

Type of Coverage	Company	Limits	Deductible	Total Premium 2016	Total Premium 2017	Commission %	Commission Included in premium
Umbrella Liability	NYMIR	$ 10,000,000 Occurrence $ 20,000,000 Aggregate	N/A	$48,993	$50,423	0%	$0
Health Care General Liability	NYMIR	$ 1,000,000 Occurrence $ 3,000,000 Aggregate $ 1,000,000 Bodily Injury & Prop Damage Liability $ 1,000,000 Personal & Advertising Injury $ 50,000 Damage to Rented Property $ 5,000 Medical Payments per person/$10,000 per occurrence	None	$1,108	$1,099	0%	$0
Health Care Professional Liability	NYMIR	$ 1,000,000 Occurrence $ 3,000,000 Aggregate	None	$19,970	$18,343	0%	$0
OCP-Highway Work Permit OCP-NYS Dept of State	NYMIR NYMIR	$ 1,000,000 Occurrence $ 2,000,000 Aggregate $ 1,000,000 Occurrence $ 2,000,000 Aggregate	None None	$250 $250	$250 $250	0% 0%	$0 $0
Airport Liability	Old Republic	$ 20,000,000 Occurrence BI & PD $ 5,000,000 Hangarkeepers	$1,000	$12,849	$10,989	7.5%	$824.18
Boiler & Machinery	Travelers Property Casualty Co	$113,109,155 Building & Contents	$1,000	$11,140	$11,364	15%	$1,704.60

Type of Coverage	Company	Limits	Deductible	Total Premium 2016	Total Premium 2017	Commission %	Commission Included in premium
Inland Marine	Hartford	$4,915,492 Auto Physical Damage $2,123,204 EDP Equipment $3,763,090 Contractors Equipment $ 300,000 Employee Tools $ 865,500 BOE Voting Machines $ 500,000 Unsched/Leased Equip $ 101,400 Watercraft $ 439,494 Radio Equipment $ 185,000 Modular Containers $ 100,000 Wood Park Meters & Lamp Posts	$2,500 $1,000 $ 500 $ 500 $ 500 $ 500 $ 500 $ 500 $ 500 $ 500	$40,840	$38,180	15%	$5,727
Crime	Travelers Casualty and Surety of America	$ 2,000,000 Employee Dishonesty $ 100,000 Money and Securities $ 500,000 Forgery & Alteration $ 1,000,000 Computer Fraud $ 1,000,000 Funds Transfer Fraud	$20,000 $10,000 $5,000 $10,000 $10,000	$7,751	$7,929	15%	$1,189.35
Crime (Local Development Corp)	Travelers Casualty and Surety of America	$ 75,000 Computer Fraud $ 75,000 Employee Dishonesty	$1,000 $1,000	$262 per yr. = $786 total 3 yr. policy	$262 per yr. =$786 total 3 yr. policy	15%	$39.30
Difference in Conditions (Flood and Quake)	Great American Insurance Company	$ 5,000,000 Earthquake $ 5,000,000 Flood $ 25,000 DIC other perils	$1,000,000 $1,000,000	$23,179	$22,820	10%	$2,282

Warren County 2017-18 Renewal Survey

Type of Coverage	Company	Limits	Deductible	Total Premium 2016	Total Premium 2017	Commission %	Commission Included in premium
Privacy & Security Liability	AIG	$ 1,000,000 Privacy & Security $ 1,000,000 Regulatory Action Sublimit $ 1,000,000 Event Management $ 1,000,000 Cyber Extortion $ 50,000 Crisis Fund	$25,000 $25,000 $25,000 $25,000 -0-	$14,845	$14,845	10%	$1,484.50
NFIP (394 Schroon River Rd, Soil and Water location)	Harleysville Worcester Insurance Company	$ 400,000 NFIP- Expires in February	$10,000 bldg $10,000 contents	$2,862	$3,200 Estimated	0%	0
ANNUAL BROKER SERVICE FEE				$25,000	$25,000		Commissions in addition to service fee.
Total:				$713,910.75	$719,646.48		
Pollution Liability	Ironshore	$ 1,000,000 Each Incident $ 2,000,000 Aggregate 100% Earned Premium	$50,000	$86,132.88 3 year policy 1/1/16-1/1/19	$0 3 Year Prepaid 1/1/16-1/1/19	10%	0
Specific Excess Employers Liability	Capitol Indemnity Corporation	$ 950,000 Each Occurrence	$50,000	$20,853	$20,528	0%	0
Excess Workers Compensation	Midwest Employers Casualty	Part One Statutory Limit Part Two $2,000,000 Each Occ.	$1,000,000	$171,919	$177,099	0%	0

2016 $906,682.75

3yr Pollution +86,132.88

$992,815.63

2017 $917,273.48

RK ROSE & KIERNAN, INC.

WARREN COUNTY BOARD OF ELECTIONS

1340 STATE ROUTE 9
LAKE GEORGE, NY 12845
FAX: (518) 761-6480

MARY BETH CASEY
REPUBLICAN COMMISSIONER
TEL: (518) 761-6458

BETH McLAUGHLIN
DEMOCRBATIC COMMISSIONER
TEL: (518) 761-6459

11-21-2016

SUPPORT SERVICES COMMITTEE AGENDA
BOARD OF ELECTIONS

1. Permission to attend Election Commissioners Winter Conference Jan 9 -12, 2017 Hilton Albany 40 Lodge St., Albany

SCHEDULE "A"

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

☒ In-State (needs Supervisory Committee authorization)
☐ Out-Of State (needs Board resolution)

The Support Services hereby authorizes Board of Elections
(Supervisory Committee) (Employee Name)

to attend Election Commissioners' Association of New York Winter Conference
(Name of meeting or organization)

at Hilton Albany 40 Lodge St Albany, NY 12207
(Address)

on Jan 9 - 12, 2017. Mode of transportation to be used County Vehicle
(Dates) (County Vehicle or Mass Transportation)

If the mode of transportation is **not** a county vehicle or mass transportation, please explain:

_____

Proper documentation must be attached when submitting for approval.
(Please check documents attached)

☒ Notice of meeting or convention including cost.

For Overnight Travel

☒ Room rate $Double with meals $491.29 per person for 3 night stay = 163.76 per day per person GSA* Rate $ 175.00 per day per person

☐ Meal costs - GSA*per diem rate $ _____

*www.gsa.gov

Date: 11-15-16

Mary Beth Casey
Department Head Signature

Date: _____

_____
Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

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Please check to request a fleet vehicle.

☒ **REQUEST FOR USE OF FLEET VEHICLE**

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Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, If required.
5. Copy to County Administrator if credit card will be used.

McLaughlin, Beth

From: NYSECA <nyseca@newyorkstateelectioncommissionersassociation.ccsend.com> on behalf of NYSECA <ecasectres@nyseca.com>
Sent: Friday, November 11, 2016 4:21 PM
To: McLaughlin, Beth
Subject: 2017 NYSECA Winter Conference Package

Having trouble viewing this email? Click here

ELECTION COMMISSIONERS ASSOCIATION OF THE STATE OF NEW YORK 2016-2017

Vicky Olin
President
3 E Pulteney Square
Bath, NY 14810

David DiPasquale
First Vice-President

Louis C Babcock
Second Vice President

Robert F Brechko
Third Vice President

Nancy Leven
Secretary-Treasurer
County Government Ctr
6 Court St., Rm 104
Geneseo, NY 14454
Phone: 585-243-7093
Fax: 585-243-7015

November 11, 2016

Dear Commissioners, Deputy Commissioners, Staff Members and Vendors,

The 102nd Annual Election Commissioner's Association Winter Conference will be held from Monday, January 9th thru Thursday, January 12th at the Hilton Albany, 40 Lodge Street, Albany, NY 12207, Fax: (518) 462-8192. Find the packet attached below:

2017 ECA Winter Conference Package

All attendee reservations must be made with the hotel no later than December 10, 2016. Packages are based on a per person basis with a Tax Exempt Certificate. A three-night package is $659.80 for single occupancy and $491.29 for double. A two-night package is $452.27 for single or $339.92 for double.

The completed Hotel Housing Reservation Form must be faxed to 518-462-8192 or emailed directly to the hotel at Reservations@HiltonAlbany.com. They will accept payment of credit card, or municipal voucher/purchase order. A completed tax exempt form (ST-129 - enclosed) is required when making your reservation to get the tax exempt rate.

Everyone attending the conference must also complete the enclosed ECA Conference Registration Form and have it back to me by December 12, 2016. This helps ensure all reservations are accounted for and helps us prepare for the conference.

A conference registration fee of $30.00 will be charged for all participants attending any event or meeting (this includes guests). This can be paid at the ECA Registration Table along with individual meal tickets for those who did not purchase a package but ordered meal tickets on their Conference Registration Form.

In accordance with our by-laws, Commissioners, Deputies and Staff dues must be paid on or before March 1, 2017. Membership to the Association is not limited to only Commissioners and Deputies; staff members are welcome to join. Vendor's dues need to be paid in January. Forms are included in the packet.

Thomas F Ferrarese
Chairman Executive Committee

Roger Schiera
Chairman Legislative Committee

The Program is included but is not final. If you have suggestions for topics (maybe from our most recent election), please contact Program Chairman Brian Abram at 716-753-4226.

Finally, included is the 2016 Legislative Package. The Legislative Committee is currently working on the 2017 proposals, if you have suggestions please contact Chairman Roger Schiera at 518-885-2249.

2017 NYSECA WINTER CONFERENCE PACKET

See attached forms by clicking on the above conference packet. Please check your packet to be sure you have all the following:

- Hotel housing registration form (to be emailed or faxed to the hotel by December 10, 2016)
- Conference registration form (emailed, mailed or faxed to Nancy Leven by December 12, 2016
- Directions to the Hilton Albany and map
- Current Program (tentative)
- Commissioner/Deputy/Staff Membership Form
- Tax Exemption Certificate - (ST-129) & Tax ID Form W9
- Offices to be filled at the 2017 Summer Conference
- Vendors Membership Form
- Vendor's application for space at conference
- 2016 Legislative Package

Email me at 2017ECAWC@NYSECA.COM with questions or concerns. My fax number is (585) 243-7015 and my office phone number is (585) 243-7093.

Sincerely,
Nancy Leven
NYSECA Secretary/Treasurer

New York State Election Commissioners Association,
6 Court St., Rm 104, Geneseo, NY 14454

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175.

You searched for: New York

Primary Destination (1, 2)	County (3, 4)	Daily Lodging by Month (excluding taxes) 2016 Oct	Nov	Dec	2017 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	MAIE (5)
Standard Rate	Applies for all locations without specified rates	$91	$91	$91	$91	$91	$91	$91	$91	$91	$91	$91	$91	$51
Albany	Albany	$116	$116	$116	$116	$116	$116	$116	$116	$116	$116	$116	$116	$59
Binghamton / Owego	Broome / Tioga	$98	$98	$98	$98	$98	$98	$98	$98	$98	$98	$98	$98	$59
Buffalo	Erie	$107	$107	$107	$107	$107	$107	$107	$107	$107	$107	$107	$107	$64
Floral Park / Garden City / Great Neck	Nassau	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148	$148	$69
Glens Falls	Warren	$100	$100	$100	$100	$100	$100	$100	$100	$100	$159	$159	$100	$64
Ithaca / Waterloo / Romulus	Tompkins / Seneca	$124	$124	$124	$124	$124	$124	$124	$124	$124	$124	$124	$124	$59
Kingston	Ulster	$117	$117	$117	$117	$117	$117	$117	$117	$117	$117	$117	$117	$69
Lake Placid	Essex	$122	$122	$139	$139	$139	$112	$112	$112	$112	$179	$179	$122	$74
New York City	Bronx / Kings / New York / Queens / Richmond	$301	$301	$301	$168	$168	$267	$267	$267	$267	$239	$239	$301	$74