



**PERSONNEL, PENSION & INSURANCE COMMITTEE
SPECIAL MEETING
WEDNESDAY, MAY 11, 2022
3:30 PM**

Location

Board Room
District Headquarters
555 Main Street, Hartford

Dial in #: (415)-655-0001
Access Code: 43808661#
[Meeting Video Link](#)

Commissioners

Avedisian	Pane
Currey	Patel
DiBella (Ex-Officio)	Salemi
Lester	Sweezy (VC)
Magnan	Taylor (C)
Marotta	
Quorum: 6	

-
1. CALL TO ORDER
 2. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
 3. APPROVAL OF MEETING MINUTES OF FEBRUARY 9, 2022
 4. REPORT FROM ARTHUR J. GALLAGHER & CO. RE: INSURANCE COVERAGE ANALYSIS
 5. CONSIDERATION AND POTENTIAL ACTION RE: AMEND OPEB INVESTMENT POLICY & GUIDELINES' ASSET ALLOCATION
 6. CONSIDERATION AND POTENTIAL ACTION RE: AMENDMENT TO CLASSIFICATION SYSTEM - TREASURY RECEIVABLES ADMINISTRATOR
 7. CONSIDERATION AND POTENTIAL ACTION RE: MODIFICATION OF THE MDC ELIGIBLE 457(F) GOVERNMENTAL DEFERRED COMPENSATION PLAN TO REFLECT AGREEMENT WITH DISTRICT COUNSEL
 8. CONSIDERATION AND POTENTIAL ACTION RE: SPAULDING DISABILITY RETIREMENT (POSSIBLE EXECUTIVE SESSION)
 9. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
 10. COMMISSIONER COMMENTS & QUESTIONS
 11. ADJOURNMENT



Metropolitan District Hartford County



AGENDA

- Program Structure
- Program Review
- Benchmarking
- Schedule of Insurance
- Team Chart



Ronni Rausch
*Northeast Regional Director
Public Sector Practice
Area Vice President
Ronni_Rausch@ajg.com*



Marnie Inerzo
*Client Service Executive
Marnie_Inerzo@ajg.com*

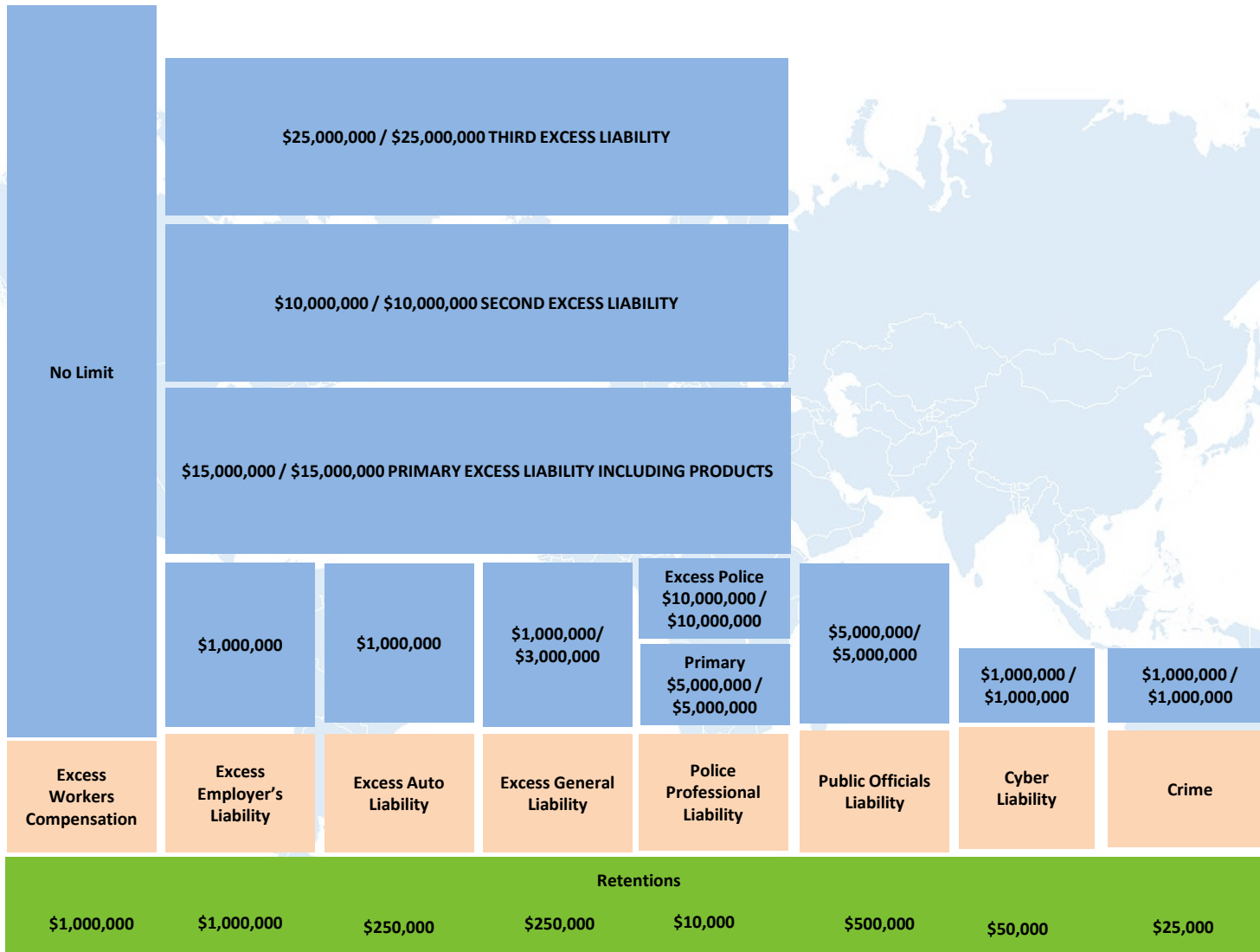


Cassie Raphael
*Client Service Manager
Cassie_Raphael@ajg.com*



Tim Lilley
*Account Executive
Tim_Lilley@ajg.com*

Global Casualty Program



Data-Driven Analytics

Umbrella Benchmark - Public Sector

Last Refresh: 12/31/2021 

Clear Filters

Peer Count: 14
 Median Exposure: Multiple ...
 75th Exposure: Multiple Ex...
 — Required — Optional

Client Name

All

Practice Group

Public Sector

Exposure

All

Exposure Band

Multiple selections

Scenario Limit

\$50,000,000

SIC4

All

Policy Period

All

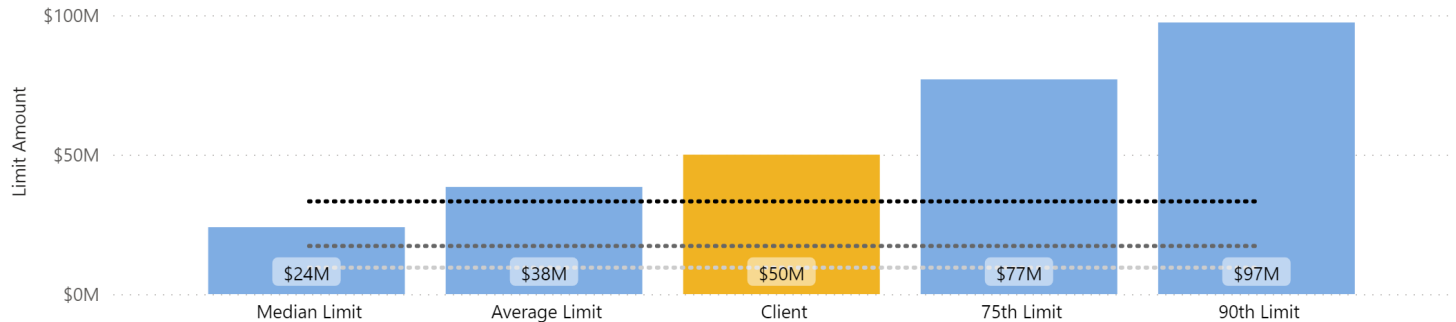
Data Source

All

Selected Limit	Median Limit	75th Limit	Peers Lim. > Client	Large Loss Trend	Claims > Client L...	75th% Loss	90th% Loss	95th% Loss
\$50M	\$24M	\$77M	29%	11% ⓘ	5	\$10M	\$17M	\$33M

Total Limits Breakdown

● Limit Amount ● 75th% Loss ● 90th% Loss ● 95th% Loss



Large Losses

Practice Group Claims ⓘ

Company Name	Total Incurred	Coverage	Accident Type	Date of Loss	Practice Group	SIC	State
City of Chicago	\$115,000,000	General Liability	Business/Service Si...	8/2/2015	Public Sector	9111: Executive offices	IL
City of Chicago	\$115,000,000	Umbrella/Excess	Business/Service Si...	4/2/2015	Public Sector	9111: Executive offices	IL
County of San Bernardino	\$113,400,000	General Liability	Child/Sexual Abuse	1/1/2013	Public Sector	9111: Executive offices	CA
United States Dept of En...	\$73,000,000	Umbrella/Excess	Business/Service Si...	2/14/2014	Public Sector	9611: Administration of ge...	NM
City of San Diego	\$60,000,000	General Liability	Business/Service Si...	8/12/2014	Public Sector	9111: Executive offices	CA
State of California	\$45,000,000	Automobile Liability	Automotive/Vehicle	6/16/2012	Public Sector	9111: Executive offices	CA
United Lubavitcher Yeshi...	\$43,000,000	Automobile Liability	Automotive/Vehicle	2/15/2017	Public Sector	8299: Schools and educati...	NY
City of New York	\$41,500,000	Umbrella/Excess	Workplace Acciden...	6/1/2014	Public Sector	9111: Executive offices	NY

Details:

Limit

Loss

Total Rate

Lead Rate

Crime Benchmark

[Clear Filters](#)

Peer Count: 25
 Median Exposure: 610
 75th Exposure: 666
 — Required — Optional

Client Name
 All

Industry Segment
 Public & Nonprofit

Exposure
 Employee Count

Exposure Band
 E:500 - 750

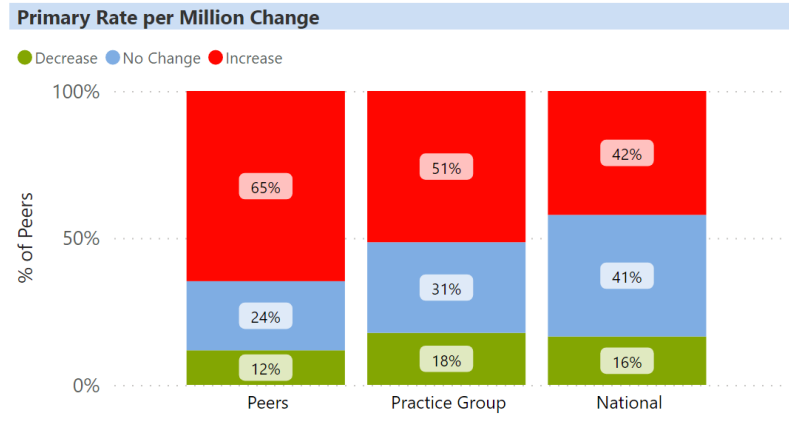
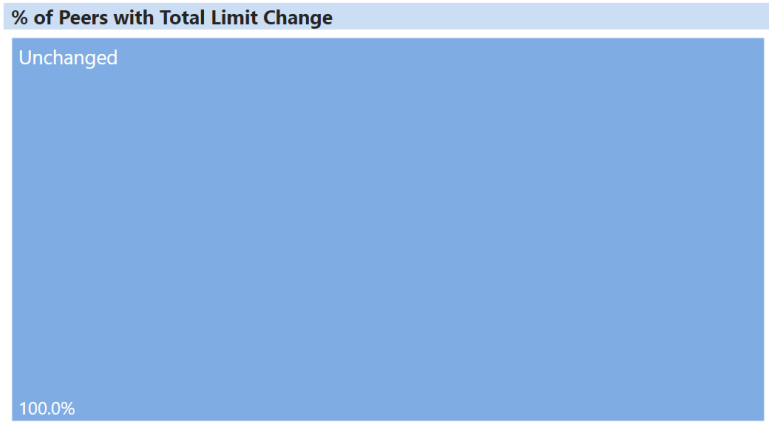
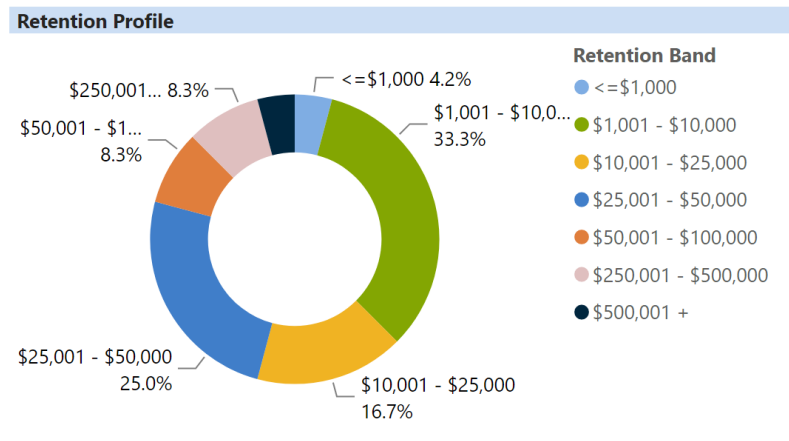
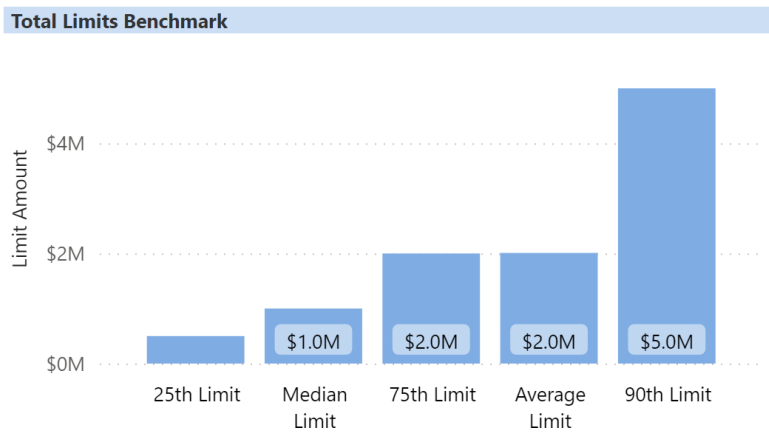
Scenario Limit ⓘ

Practice Group
 All

SIC4
 All

Policy Period
 All

Avg Limit	Median Limit	75th Limit	Avg RPM Change	Comp Rate Trend	Avg Total RPM	25th Total RPM	Median Total RPM	75th Total RPM
\$2.0M	\$1.0M	\$2.0M	10.6%	7.5%	\$6,913	\$3,687	\$5,218	\$8,558 [Ⓢ]





Cyber Risk		
Low Level (Average)	Mid Level (~75 th Percentile)	High Level (~90 th Percentile)
\$5M	\$6M	\$7M

Data Summary

Annual Sales	Industry	Employee Count
\$205.5M	Public Sector	500

Cyber Exposure Value	Cyber Exposure Value
This figure represents the number of devices, workstations, and servers connected to your network. We estimate this figure using historical data breach costs along with your exposures.	460

The Metropolitan District Property & Casualty Team

Core Team

Marnie Inzero
Client Service Executive
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Ronni Rausch
Team Lead
Area Senior Vice President
Ronni_Rausch@ajg.com

Cassie Raphael
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Specialist Resources

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Loss Control & Claims

Bill O'Connor
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Roly Orama
Regional Claims Advocacy Leader
Roly_Orama@ajg.com

**AMENDMENT TO CLASSIFICATION SYSTEM -
TREASURY RECEIVABLES ADMINISTRATOR**

To: Personnel, Pension and Insurance Committee for consideration on May 11, 2022

Staff is recommending that the Job Specifications and Salary Grade be amended for the current *Treasury Receivables Administrator* classification from EE13 (range of \$97,876.59-\$127,239.57) to EE14 (\$102,767.46 to \$133,597.70) with no changes to the specification as attached.

This proposed salary grade amendment will align the *Treasury Receivables Administrator* with other Administrators at the MDC which are classified as EE14.

It is therefore RECOMMENDED that it be:

VOTED: That the Personnel, Pension and Insurance Committee recommend to the District Board passage of the following resolution:

RESOLVED: That the Job Specification for *Treasury Receivables Administrator* position be adopted and allocated to EE14 (copy of job specification attached).

Respectfully Submitted,



Scott W. Jellison
Chief Executive Officer

**METROPOLITAN DISTRICT COMMISSION
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: TREASURY RECEIVABLES ADMINISTRATOR

JOB SUMMARY

The purpose of this classification is to perform professional-level work in the Treasury function of the organization. The Treasury Receivables Administrator is responsible for establishing and administering policies and procedures to ensure proper recording of customer payments to the appropriate accounts, and to ensure that all receivables due to the District are being paid in a timely manner by customers. This position also handles insurance claims for and against MDC for bodily injuries, property damage, and workers compensation injuries.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

- Administers and enforces collection policies and procedures
- Evaluates credit risk associated with accounts
- Develops strategies and goals to reduce exposure to account write-offs
- Manages relationship with third party collection resources and District counsel
- Reviews, prepares and analyzes accounts receivable aging reports for the areas of water rents, sewer & water Assessments, miscellaneous water billings, miscellaneous sewer billings and sewer user charges.
- Communicates with department heads to coordinate activities such as determining adequacy of allowances, resolving billing discrepancies, ensuring proper recording of liens, facilitating shut-off of severe delinquent accounts etc.
- Hires, trains and supervises cash application and collections staff.
- Handles insurance claims for and against MDC for bodily injuries, property damage, and workers' compensation injuries. May authorize associated surveillance, settlements, indemnities, and claims.

- Assists with other financial projects as assigned.
- Operates a personal computer proficiently, and general office equipment as necessary to complete essential functions, to include highly-skilled use of word processing, spreadsheet, database, or other system software.
- Performs other related duties as required.

SUPERVISION RECEIVED

Works under the general direction of the Manager of Treasury.

MINIMUM QUALIFICATIONS

Bachelor's Degree in business administration, economics, finance, accounting or closely related field with a minimum of five (5) years of progressively responsible experience in the area of credit and/or collections including two (2) years supervisory and/or managerial experience in credit and or collections; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

SPECIAL REQUIREMENTS

Master's Degree in Business Administration and/or professional certifications are desirable.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to coordinate, manage, strategize, and correlate data and information. Includes exercise of judgment in determining time, place and/or sequence of operations. Includes referencing data analyses to determine necessity for revision of organizational components.

Human Interaction: Requires the ability to function in a supervisory/managerial capacity for a group of workers. Includes the ability to make decisions on procedural and technical levels.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; and may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of logical or synthesis functions. Ability to deal with several concrete and abstract variables, and to analyze major problems that require complex planning for interrelated activities that can span one or several work units.

Situational Reasoning: Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the direction, control and planning of an entire program or set of programs.

ADA COMPLIANCE

Physical Ability: Ability to perform tasks involving light physical effort. Frequently required to sit for a long period of time. Frequently required to use arms, hands and fingers to reach, handle, finger and feel objects and materials.

Sensory Requirements: Some tasks require the ability to perceive and discriminate visual and/or auditory cues or signals. Some tasks require the ability to communicate orally

Environmental Factors: Essential functions are regularly performed in an office setting without exposure to adverse environmental conditions.

The Metropolitan District Commission is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Commission will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

**MODIFICATION OF THE MDC ELIGIBLE 457(f) GOVERNMENTAL DEFERRED
COMPENSATION PLAN TO REFELECT AGREEMENT WITH DISTRICT COUNSEL**

To: Personnel, Pension and Insurance Committee for consideration on May 11, 2022

WHEREAS, The Metropolitan District (the "Employer") maintains The Metropolitan District 457(f) Nonqualified Deferred Compensation Plan (the "457(f) Plan") for the benefit of certain of its employees; and

WHEREAS, pursuant to Section 11.1 of the 457(f) Plan, the Personnel, Pension and Insurance Committee (the "PPI Committee") of the District Board of the Employer is authorized to adopt an amendment to Appendix A of the 457(f) Plan to designate an employee as a participant in the 457(f) Plan; and

WHEREAS, it is desirable that Appendix A of the 457(f) Plan be amended in order to extend eligibility to participate in the 457(f) Plan to District Counsel Christopher R. Stone, pursuant to the terms of his contract of employment.

NOW, THEREFORE, BE IT

RESOLVED: That the PPI Committee does hereby adopt Amendment No. 2 to the 457(f) Plan in substantially the form presented to this meeting, together with any modifications that are determined by counsel for the Employer to be necessary or desirable to effectuate the intention of the 457(f) Plan and to comply with the requirements of the Internal Revenue Code of 1986, as amended; and further

RESOLVED: That the chief executive officer of the Employer or any other officer designated by him be, and each of them hereby is, authorized and empowered, for and on behalf of the Employer, to execute Amendment No. 2 to the 457(f) Plan and to take any and all other actions which may be necessary or desirable to effectuate the intention of the foregoing resolution.

Respectfully Submitted,



Scott W. Jellison
Chief Executive Officer

**AMENDMENT NO. 2
TO
THE METROPOLITAN DISTRICT
457(f) NONQUALIFIED DEFERRED
COMPENSATION PLAN**

The Metropolitan District 457(f) Nonqualified Deferred Compensation Plan, as adopted effective as of January 1, 2013, is hereby amended as follows:

(1) Effective as of the date of adoption of this Amendment No. 2, Appendix A of the Plan is deleted and the following is substituted in lieu thereof:

APPENDIX A

Participants

Each of the following Employees has been designated as a Participant in the Plan, and his or her Supplemental Retirement Income under the Plan shall become vested upon the attainment of the date set opposite his or her name (unless the Participant previously dies or becomes a Disabled Participant):

<u>Name</u>	<u>Date for Determination of Vesting Date</u>
Charles P. Sheehan	December 30, 2013
Scott W. Jellison	June 6, 2020
R. Bartley Halloran	January 1, 2020
Christopher R. Stone	January 1, 2022

(2) All section numbers and cross references thereto are appropriately amended to effectuate the intention of the foregoing amendments.

Dated this day of , 2022 .

Witness:

THE METROPOLITAN DISTRICT

By: _____

Name:

Title: