

## RISK MANAGEMENT 2016 REVIEW

All figures through June 30, 2016

### Significant 2016 Events:

#### Administration-

- Processed 28 risk claims received for 2016
- Processed 24 new WC claims for 2016
- Reviewed 61 contracts for hold harmless/indemnification insurance
- Reviewed 421 certificates of insurance
- Reviewed 68 special events for liability exposures and insurance

#### Loss Control-

- 6 safety training sessions for DPW, Parks, Utilities and F&C field staff (21 topics covered)
- 4 seasonal training classes
- 10 General Employee training classes, 2 Supervisory training classes

### Performance Data:

<u>Program</u>	<u>Criteria</u>	Actual 2013	Actual 2014	Actual 2015	Projected 2016	YTD 2016
<u>6210</u>	<u>Client Benefits/Impacts</u>					
	Average workers compensation cost per claim	\$6,511	\$8625	\$8196	\$6,000	\$7396
	Average cost per general liability claim	\$1499	\$987	\$700	\$400	\$581
	Average cost per auto liability claim	\$548	\$313	\$527	\$500	\$448
	<u>Strategic Outcomes</u>					
	\$ value of claims paid	\$7191 GL + \$285,953 WC	\$7243 GL + \$560,857 WC	\$15,180 GL + \$467,154 WC	\$250,000	\$9883 GL + \$177,524 WC
	\$ value of subrogation recovery	\$5,326	\$12,519	\$43,300	\$15,000	\$2482
	<u>Work Process Outputs</u>					
	# of insurance policy renewals	10	10	10	10	10
	# of new insurance policies purchased	0	1	2	2	0
	# of claims filed:					
	General Liability	23	36	39	50	18
	Auto Liability	11	30	28	25	10
	Worker's comp – lost time	4	10	8	10	3
	Worker's comp – medical only	22	50	49	50	21
<u>6220</u>	<u>Client Benefits/Impacts</u>					

# of people who attended safety training classes	3325	151	188	150	138
<u>Strategic Outcomes</u>					
# of safety inspections conducted	58	129	132	130	64
# of safety problems	73	204	139	200	116
# of safety corrections	66	196	124	200	104
<u>Work Process Outputs</u>					
# of topics covered during each safety class	19	21	16	15	16
Ave employees per session	30	22	26	28	23

**Areas of Primary Concentration for 2016:**

Continue to monitor all areas of insurance to make sure the City is adequately covered for all potential losses. Continue to have safety training sessions and safety inspections to make sure all areas are in compliance. Handle all worker's compensation claims as they come in and report to the state. Continue to have central safety meetings. Continue to process and investigate all claims that come into the City. Handle all issues with special events, insurance certificates and contracts. Continue to cross train other Human Resources staff on the investigation and processing of claims, insurance renewal administration and general risk training as part of our succession planning. Continue to review alternate insurance coverages.

**Budget Performance Summary**

The loss control budget is fine at 45.0% spent at mid year. The administration budget is at 77.4% spent but this is usually at a higher percentage at mid year since most insurance premiums are due in January as well as large amount of worker's compensation claims paid. We will continue to work with the Finance Department on the monitoring of the risk fund.

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City of Appleton  
Risk Management Fund  
Summary Budget to Actual Report  
For the Six Months Ending June 30, 2016

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Description	Year to Date Expense	Full Year Amended Budget	Percent of Amended Budget
Insurance Fund			
Insurance Administration	1,169,274	1,510,009	77.4 %
Risk Management	67,874	150,816	45.0 %
Total	1,237,148	1,660,825	74.5 %