

RISK MANAGEMENT 2018 REVIEW

All figures through June 30, 2018

Significant 2018 Events:

Administration-

- Processed 39 risk claims received year to date
- Processed 21 new WC claims for 2018
- Reviewed 53 contracts for hold harmless/indemnification insurance
- Reviewed 368 certificates of insurance
- Reviewed 40 special events for liability exposures and insurance

Loss Control-

- 5 safety training sessions for DPW, Parks, Utilities and F&C field staff (21 topics covered)
- 4 seasonal training classes
- 10 General Employee training classes, 3 Supervisory training classes

Performance Data:

<u>Program</u>	<u>Criteria</u>	Actual 2015	Actual 2016	ACTUAL 2017	Projected 2018	YTD 2018
6210	<u>Client Benefits/Impacts</u>					
	Average workers compensation cost per claim	\$8196	\$6539	\$6785	\$8000	\$4460
	Average cost per general liability claim	\$700	\$467	\$187.55	\$400	\$27
	Average cost per auto liability claim	\$527	\$3090	\$1616.01	\$500	\$1,245
	<u>Strategic Outcomes</u>					
	\$ value of claims paid	\$15,180 GL + \$467,154 WC	\$58,240 GL + \$451,849 WC	\$47,788 GL + \$ 413,930 WC	\$450,000	\$13,248 GL + \$93,633 WC
	\$ value of subrogation recovery	\$43,300	\$31,804	\$20,541.88	\$35,000	\$1568
	<u>Work Process Outputs</u>					
	# of insurance policy renewals	10	10	9	10	10
	# of new insurance policies purchased	2	2	2	2	0
	# of claims filed:					
	General Liability	39	34	48	40	30
	Auto Liability	28	24	24	30	10
	Worker's comp – lost time	8	9	6	10	0
	Worker's comp – medical only	49	46	55	48	21
6220	<u>Client Benefits/Impacts</u>					
	# of people who attended safety	188	156	174	175	160

	training classes					
	Strategic Outcomes					
	# of safety inspections conducted	132	131	126	130	68
	# of safety problems	139	194	144	150	49
	# of safety corrections	124	188	129	150	41
	Work Process Outputs					
	# of topics covered during each safety class	16	16	21	15	18
	Ave employees per session	26	26	28	26	26

Areas of Primary Concentration for 2018:

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. Working to develop a new system to better track certificates of insurance. With the retirement of the Risk Manager all existing functions are being transitioned to existing staff to handle for the remainder of 2018. This includes investigation and processing of claims, insurance renewal administration, certificates of insurance review/approvals and general risk training. Continue to review alternate insurance coverages.

Budget Performance Summary

The loss control budget is fine at 57.8% spent at mid year. Many insurance premiums are paid in full at the beginning of the year which accounts for slightly higher percent spent at mid year.

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City of Appleton
Risk Management Fund
Summary Budget to Actual Report
For the Six Months Ending June 30, 2018

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Description	Year to Date Expense	Full Year Amended Budget	Percent of Amended Budget
Insurance Fund			
Insurance Administration	817,987	1,399,052	58.5 %
Risk Management	81,380	157,338	51.7 %
Total	899,367	1,556,390	57.8 %