

SUMMARY MINUTES  
RISK MANAGEMENT AND WORKERS' COMPENSATION TRUST FUND BOARD  
ANNUAL MEETING  
WEDNESDAY, JUNE 1, 2011, at 6:00 PM  
CITY HALL COMPLEX - HR TRAINING RM  
5850 W. GLENDALE AVE.  
GLENDALE, AZ.

Members Present

John Stern, Trustee and Chairperson  
Joyce Clark, Trustee and Council Member  
Sandra Oates, Trustee  
Julie Stiak, Trustee  
Diane Goke, Finance Director, Trustee

Staff Members Present

Andy Jennings, Risk Manager  
Pat McPherson, Workers' Compensation Claims Analyst  
Lester Cuebas, Employee Safety Specialist  
Dianne Shoemake, Liability Claims Analyst

1. Call To Order

Chairperson John Stern called the meeting to order at 6:17 p.m.

2. Introductions

Everyone at the meeting introduced themselves.

3. Administration of Board & Commission Loyalty Oath

Chairman Stern had 4 trust board members sign the loyalty oath.

4. Approval of Minutes of May 19, 2010 Trust Fund Board Meeting

Minutes were approved for the May 19, 2010 meeting.

5. Annual Report Presentation

Mr. Jennings presented the 2011 Trustee Annual Report. The Report and presentation addressed the following areas:

- ◆ Risk Management Division structure and functions
- ◆ New Risk Management Organization Chart
- ◆ Protected self-insurance and excess insurance program
- ◆ FY2011-2012 Insurance Renewals Update
- ◆ Workers' Compensation
- ◆ Property and Liability
- ◆ Benchmarking to other public entities
- ◆ Cost of Risk

- ◆ Actuarial funding of losses and asset balances for both trust funds
- ◆ Trust Fund Balances Plan FY2010-FY2011
- ◆ Recommendation to Trust Board for Fund Balances
- ◆ New Claim Update
- ◆ Sources and cost of losses
- ◆ Defensive Driving Program Successes
- ◆ Claim reduction efforts
- ◆ Major Division Successes

6. Questions and Comments

The Trust Board was asked if they have any final questions.

7. Adjournment

The meeting was adjourned by Chairperson Stern at 8:15 p.m.