

LYNX Committee Agenda



Board Date: 2/4/2015
Meeting Time: 10:00 AM

Central Florida Regional Transportation Authority
 455 N. Garland Ave.
 2nd Floor Board Room
 Orlando, FL 32801

As a courtesy to others, please silence all electronic devices during the meeting.

1. Call to Order

2. Committee Minutes

-  Risk Committee Minutes for December 3, 2014 Pg

3. Committee Agenda


A. Risk Committee Agenda

 Board of Director's Risk Management Committee Agenda for February 4, 2015 Pg

B. Risk Committee Agenda

 The Risk Management Function at LYNX: Status and Update Pg

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Benjamin Gonzalez at 455 N. Garland Ave, Orlando, FL 32801 (407) 254-6038 , not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787 (TDD).

LYNX
Central Florida Regional Transportation Authority
Monthly Risk Management Committee Meeting Minutes

PLACE: LYNX Central Station
455 N. Garland Avenue
Board Room, Room 215
Orlando, FL 32801

DATE: December 3, 2014

TIME: 10:05 a.m.

Members in Attendance:

John Petrelli, Risk Manager, Orange County
Ray Scullian, Risk Manager, City of Orlando
Denise Lipscomb, Financial Services Manager, FDOT
James Carnicella, Human Resources Director, Seminole County
Reginald Davis, Senior Manager for Risk Management, Osceola County
John Lewis, Chief Executive Officer, LYNX
Susan Black, General Manager, LYNX
Brenda Hernandez, Administrative Assistant, LYNX

1. Introduction

John Lewis, CEO of LYNX welcomed everyone to the first Risk Management committee meeting. Asked for introductions.

2. Overview

CEO gave overview of LYNX and background for creation of the new Risk Management Committee. CEO thanked the committee for volunteering their time and effort.

3. Agenda Items

CEO explained changes within organizational leadership. Authorization has been granted to bring in a Risk Management Consultant. Discussion about consultant and scope of service ensued.

Jim Goldsmith, General Counsel for LYNX addressed committee. He discussed their individual role and responsibilities related to committee service. Florida's Government in the Sunshine Law discussed for informational purposes. The role of Risk Management Committee was delineated.

Staff clarified that no LYNX staff member is on the Risk Committee.

General Counsel discussed the Public Records Act for informational purposes.

Andrea Caro, Tort Litigation Defense Counsel addressed committee. She discussed their roles and responsibilities as Committee members. Attorney Caro discussed the statutory liability caps by which LYNX is governed. Discussion ensued on the current settlement process and administrative rules.

Staff will create agenda items for future meetings based on discussions.

Brian Bolton, Worker's Compensation Defense Counsel for LYNX addressed committee. He discussed their roles and responsibilities as Committee members. Discussion of Administrative Rules and how they apply to Worker's Compensation ensued. Attorney Bolton discussed certain open claims LYNX has pending. Staff provided answers for clarification.

Labor questions discussed by committee. Staff provided clarifying information. Staff to provide committee with a current LYNX organizational chart. Staff also provided information about LYNX' video system. Staff will provide Labor Agreements to Committee members.

Chris Connelly, Risk Management Insurance Broker for LYNX addressed committee. He discussed their roles and responsibilities as Committee members. Discussion of LYNX' general insurance and policy ensued.

4. Action Items

Further discussion of the role and responsibility of committee ensued. Concurrence that the role of this committee is advisory in nature and that Committee reports are intended to be made to the Oversight Committee.

Staff suggested meetings be held quarterly with enough time between Board of Directors meetings. Committee agreed with suggested 2015 Risk Committee schedule. Staff advised Risk Management consultant will provide a preliminary report be able to the Committee at the February meeting.

Staff confirmed a Committee meeting agenda will be provided at least one week advance notice.

Committee conducted initial election of officers. Ray Scullian nominated John Petrelli for Committee chair. Committee voted and Mr. Petrelli was unanimously elected.

John Petrelli nominated Ray Scullian for Committee co-chair. Committee voted and Mr. Scullian was unanimously elected.

John Petrelli reviewed standard procedures should an Executive Session be required.

Staff reported to Committee general pending matters data. Confirmation that alternate Committee members have been named.

Meeting adjourned at 11:56 a.m.

LYNX Board Agenda

Risk Committee Agenda Item #3.A.

To: LYNX Board of Directors

From: Susan Black
GENERAL MANAGER
BRENDA HERNANDEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Board of Director's Risk Management Committee Agenda for February 4, 2015

Date: 2/4/2015

Board of Director's Risk Management Committee Agenda: February 4, 2015

The LYNX Board of Director's Risk Management Committee will begin at 10:00AM

Opening

- Call to Order – Chairman John Petrelli
- Opening Comments – Susan Black, General Manager of LYNX
- Old Business: Questions/Comments from December 2014 Risk Management Committee meeting

Presentations

- The Risk Management Function at LYNX: Status and Update.
Melanie Lockwood Herman, Executive Director
Nonprofit Risk Management Center

Discussion

- Proposed Agenda Items for April 2015 Meeting

LYNX Board Agenda

- Settlement Authority
- Presentation: The Risk Management Function at LYNX

Melanie Lockwood Herman, Executive Director
Nonprofit Risk Management Center

Actions Items

Consent Agenda

Adjourn

LYNX Board Agenda

Risk Committee Agenda Item #3.B.

To: LYNX Board of Directors

From: Susan Black
GENERAL MANAGER
BRENDA HERNANDEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: The Risk Management Function at LYNX: Status and Update

Date: 2/4/2015

Melanie Lockwood Herman, Executive Director for Nonprofit Risk Management Center will address the Committee with a status and update.