

LYNX Committee Agenda



Board Date: 4/22/2015
Meeting Time: 10:00AM

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

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3. Committee Agenda

A. Risk Committee Agenda

-  Board of Director's Risk Management Committee Agenda for April 22, 2015

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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
Room 215
Orlando, FL 32801

DATE: February, 4 2015

TIME: 10:01 a.m.

Members in Attendance:

John Petrelli, Risk Manager, Orange County

Ray Scullian, Risk Manager, City of Orlando

Denise Lipscomb, Financial Services Manager, FDOT

Reginald Davis, Senior Manager for Risk Management, Osceola County

Members not in Attendance:

James Carnicella, Human Resources Director, Seminole County

1. Call to Order

The Chairman, John Petrelli, called the meeting to order at 10:01 a.m.

2. Approval of Minutes

The Chairman asked the Committee if there were any additions or deletions to the December 3, 2014 Minutes as presented.

3. Agenda Items

The Chairman asked if there were any comments or questions about previous meeting. Committee had no questions or comments.

Melanie Herman, Risk Management Consultant with LYNX, addressed the committee. Melanie Herman is the Chief Executive Officer for Nonprofit Risk Manager Center. She presented the Committee with an overview of the findings within the Risk Management Department. She presented with a timeline for the improvement of the department. She discussed division of labor and purpose. The timeline she had placed will come to a completion in April, 2015. Job descriptions have been updated to enable employees to prioritize tasks and responsibilities. Melanie Herman discussed the new possible department structure.

The Chairman recommended that all insurance expiration dates be coordinated.

Ms. Black informed the committee that there is a possibility that the security division of LYNX will be moved to Risk Management.

The Committee asked that the new broker come to the following Risk Management Committee meeting to give a presentation. Committee also asked about the procurement procedure regarding solicitation. Staff clarified the procurement process and the rules that govern it.

Ms. Black asked if the Committee would like to be involved in the self-funding conversation. Committee expressed that was not a necessity.

Meeting adjourned at 11:58 a.m.

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Committee Agenda Item #D4E74801-6F9B-45CF-AC3F-38C14730B8BB

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 April 22, 2015

Date: 4/22/2015

Board of Director's Risk Management Committee Agenda: April 22, 2015

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

Opening

- Call to Order -- Chairman John Petrelli
- Old Business: Questions/Comments from February 2014 Risk Management Committee meeting

Presentations

- LYNX's Risk Insurance Broker Recommendations
 - Chris Connelly, Arthur J. Gallagher
- Risk Safety & Security Status Update
 - Melanie Herman, Nonprofit Risk Management Center
- Claims Management Status Update
 - Debbie Popovich, CorVel
- Other Information – Susan Black, LYNX
 - Notice and Publication of Settlements
 - Audit Update
 - Health Insurance Update
 - Union Contract Negotiations Status
 - Litigation Report

LYNX Board Agenda

Actions Items

- Administrative Rule 6: Settlement Authority
- Evaluation of LYNX Property

Discussion

- Proposed Agenda Items for June 2015 Meeting

Adjourn