

LYNX Committee Agenda



Board Date: 8/19/2015
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 August 19, 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: June 24, 2015

TIME: 10:31 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
Meloney Lung, Assistant County Manager, Seminole County

Members not in Attendance:

1. Call to Order

The Chairman, John Petrelli, called the meeting to order at 10:31 a.m.

2. Approval of Minutes

The Chairman asked the Committee if there were any additions or deletions to the April 22, 2015 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.

Susan Black addressed the committee and introduced David Dees as the new Director of Risk Management, Safety and Security. David Dees will be the official LYNX representative to the Risk Management Committee.

David Dees addressed the committee, gave a brief introduction of himself and the work he has done thus far in the Risk Management team.

Melanie Hernan, LYNX consultant for the Risk Management, Safety and Security, addressed the committee. Melanie presented the committee an update on the current claims process, the challenges

and the future goals. LYNX has the capital funds for an alternate database system, will begin researching alternatives. David Dees detailed the types of claims that the Risk Department deals with and the basic process of how they are handled.

Committee members asked for clarification on the steps the Risk Department takes when an incident happens. Lorna Hall, LYNX employee, addressed the Committee and answered all questions.

Chris Connelly, LYNX broker, addressed the committee. Chris presented the Committee with the insurance overview and recommendation.

The Chairman addressed the next topic in the agenda, Frequency of Litigation Reports. Committee decided to only be made aware of high level settlements. Executive Session will be scheduled next week to present the Committee with any cases that exceed Chief Executive Officer's settlement authority. Committee asked to be notified via email for any cases that go to trial between Committee meetings.

Meeting adjourned at 11:56 a.m.

LYNX Board Agenda

Committee Agenda Item #08B0F388-72B6-4DB6-AB5D-E97EF7A95615

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 August 19, 2015

Date: 8/19/2015

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 June 24, 2015 Risk Management Committee meeting

Presentations

- Introduction and overview of the Preferred Governmental Insurance Trust by David Dees, LYNX
- National Transit Database Reporting Requirements by Lorna Hall, LYNX

Discussion

- Development and Direction on Records Retention and Management
- Update on LYNX' Safety and Security Videos

Adjourn