

LYNX Committee Agenda



Board Date: 10/7/2015
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 Management Committee Minutes Pg

3. Committee Agenda

A. Risk Committee Agenda

-  Board of Director's Risk Management Committee Agenda for October 7, 2015 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
Room 215
Orlando, FL 32801

DATE: August 19, 2015

TIME: 10:00 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 10:33 a.m.

2. Approval of Minutes

The Chairman asked the Committee if there were any additions or deletions to the June 24, 2015 Minutes as presented. David Dees explained that a supplement to the previous meeting minutes detailing the number of worker's compensation claims which were called in to question. Various attendees expressed that the number appeared to be extremely positive but unusually low. David confirmed that the number is twenty-three and would like that posted for the record. The Minutes approved unanimously by the committee.

3. Agenda Items

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

David Dees addressed the committee and introduced some of the key members of the Risk Management team.

Susan Black addressed the committee and spoke about the recent increase in worker's compensation claims when several of the LYNX Service planners were in a LYNX van accident sustaining minor injuries.

Susan Black also shared a plan to have Jim Goldsmith, LYNX General Counsel, train staff members on laws of public records. The committee discussed some suggestions for training. Susan shared the possibility of adding a staff position that would solely focus on Public Records. The Chairman suggested that Susan reach out to Ann Marie Varga in Orange County who is in charge of that department. Susan informed the Committee that the Board of Director's September meeting will be moved to September 11th at 11A.M.

Ray Scullian wanted to know if LYNX has any excess Worker's Compensation or was that the discussion last time. Susan Black and David Dees confirmed that was the discussion because LYNX does not have any excess Worker's Compensation. David Dees will try to have a complete report of the cost of the excess Worker's Compensation for the next Committee meeting.

David Dees addressed the committee, he assured the committee that he was tracking the Tropical Storm Danny and he was working on communicating with all of the departments the standard emergency response timeline.

David Dees discussed Preferred Governmental Insurance Trust (PGIT), he brought a handout for the committee. David did an introduction and overview of PGIT.

David Dees discussed driver's license status checks and the search for a new automated system that will meet all of the requirements. Current technology allows for a weekly scan of driver's records as opposed to the current process that reflects a driver's status for a specific date(s) during the year.

Lorna Hall, Safety and Security Officer for LYNX, addressed the committee. Lorna presented the Committee with the National Transit Database Reporting Requirements presentation. Discussion ensued.

David Dees addressed the committee and discussed the need to enhance our Risk Management data records system. Discussion included the potential of Risk Management becoming a paperless department in a pilot program for LYNX. Discussion ensued. David also discussed the Public Records guidelines for Bus Videos.

The Chairman thanked the staff and adjourned the meeting.

Meeting adjourned at 11:13 a.m.

LYNX Board Agenda

Committee Agenda Item #4F07ED97-3729-4C6A-A77F-FBDE98F9B769

To: LYNX Board of Directors

From: David Dees
DIRECTOR OF RISK MANAGEMENT
BRENDA HERNANDEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6127

Item Name: Board of Director's Risk Management Committee Agenda for October 7, 2015

Date: 10/7/2015

Board of Director's Risk Management Committee Agenda

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 August 19, 2015 Risk Management Committee meeting

Presentations

- Excess Worker's Compensation Coverage by Chris Connelly, Arthur J. Gallagher
- Safety, OSHA Compliance and LYNX by Rodney Walls, LYNX

Discussion

- Update on Driver's License Database

LYNX Board Agenda

Adjourn