

**INSURANCE COMMITTEE**

**March 14, 2012**

**PRESENT:**

**Lawrence Andrews  
Arthur Bassin  
Robin Andrews  
Arthur Baer**

**ABSENT:**

**John Rutkey - notified  
Richard Keaveney, Chairman, notified**

**ALSO PRESENT:**

**Becky Vinchiarello, Dep. Clerk  
P.J. Keeler  
Ronald Caponera  
Jeff Brailey  
Andy Howard  
Rob Fitzsimmons  
Barrett Mack  
Chairman Grattan  
Jesse DeGrootd  
Matt Murell  
K. McDonald**

**Press: 2**

**Chairman Grattan called the meeting to order 6:00 P.M.**

**There was a request to move into EXECUTIVE SESSION by E. Young, seconded by A. Baer at 6:00 P.M., motion carried.**

**REASON: Contractual**

**Motion to return to REGULAR SESSION at 6:12PM by E. Young, seconded by A. Baer, motion carried.**

**R. Caponera passed around a copy of an Incident Report form. There has been discussion of creating a committee to review incident reports in the County. They will continue to work on this and report back to the Committee.**

**Ten Eyck has recommended that a policy be created to centralize the issuing of Liability Insurance Certificates. A. Howard explained that in order to ensure what has been contracted is being followed through with, it would be beneficial for the County Attorney's office to handle this matter. A policy should be put together designating the County Attorney's office as the centralized office where all insurance certificates will be reviewed before they are approved. There was a motion to develop such a policy by R. Andrews, seconded by E. Young, motion carried.**

**There was a motion to increase the employee dishonesty coverage from \$125,000.00 to \$1,000,000.00 at a cost of \$3,243.00 in additional premium by L. Andrews, seconded by R. Andrews, motion carried.**

**With no further business there was a motion to adjourn at 6:22PM by A. Baer, seconded by R. Andrews, motion carried.**

**INSURANCE COMMITTEE:**

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**Richard Keaveney, Chairman**

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**Lawrence Andrews**

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**Robin Andrews**

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**Arthur Bassin**

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**Arthur Baer**