

Human Resources Risk Management Risk Retention Fund

Denton City Council
Department Presentation



Human Resources

FTEs by Functional Area

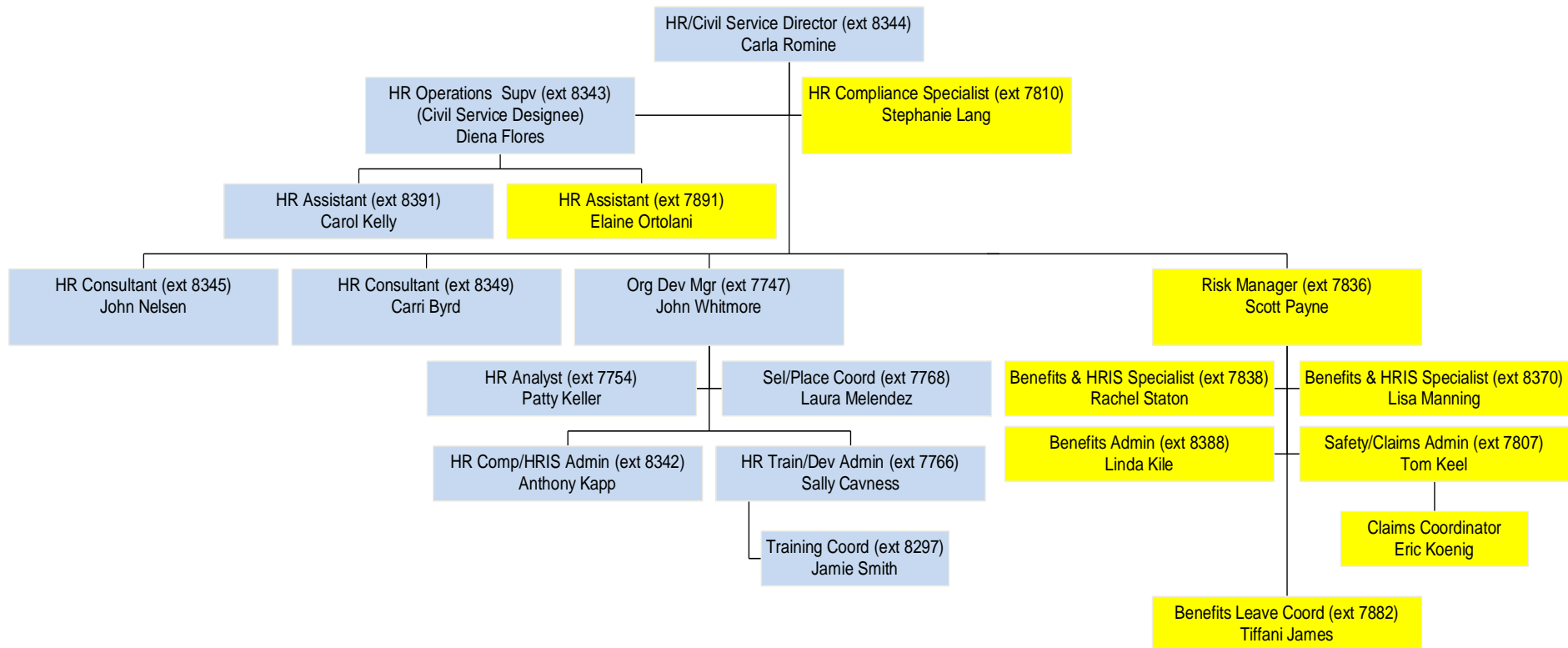
FTE's By Functional Area	FY 2014-15 Actuals*	FY 2015-16 Actuals	FY 2016-17 Budget**	FY 2017-18 Baseline
Human Resources (General Fund)	11	11	11	11
Risk Management (Risk Retention Fund)	8	8	9	9
Total for Department	19	19	20	20

*Two positions moved from HR to Risk Retention Fund

**Added a Claims Coordinator position in the Risk Retention Fund



Human Resources – Risk Mgmt Organizational Chart



Blue = General Fund

Yellow = Risk Retention Fund



Risk Retention Fund

- The Risk Retention Fund is funded by allocations from the various departments, damage claim reimbursements, and interest income
- The allocations have three (3) main sources
 - Commercial Insurance
 - Self-Insurance and Operations
 - Workers' Compensation



Risk Retention Fund

- Commercial Insurance

- Airport Liability Insurance – charged to airport
- Auto Liability Insurance - # of take home vehicles
- Commercial Crime Insurance - # of FTE's
- EMS Liability Insurance – charged to Fire Department
- Excess Liability Insurance - # of FTE's
- Excess Workers' Compensation Insurance - # of FTE's
- Miscellaneous One-Time Charges – responsible department
- Property Insurance – estimated square footage



Risk Retention Fund

- Self-Insurance & Operations

- Accident Damage to City Vehicles – 3 year average loss history
- Liability Claims & Litigation Expenses – 3 year average loss history
- Risk Management Operating Expenses (PSC, office supplies, travel & training, wellness program, etc.) - # of FTE's
- Drug Testing Program - # of FTE's
- Employee Assistance Program - # of FTE's

- Workers' Compensation – 3 year average loss history



Risk Retention Fund Goals and Accomplishments

Accomplishments for 16-17:

- Coordinated with Police Department to conduct “active shooter/active assailant” training for various City work areas
- Fully implemented the new Risk Management Information System (RMIS)
- Workers’ compensation third-party administrator RFP
- Worked with DME staff on indemnification and insurance requirements of the Denton Energy Center project

Goals for 17-18:

- Secure adequate property insurance to protect the Denton Energy Center
- Conduct City-wide “safety perception” survey
- Transition liability claims handling process to a more paperless process



Risk Retention Fund Performance Measures

- Current Performance Measures (Internal):

- Number of liability claims received
- Amount (\$) paid for liability claims
- Risk Retention Fund balance
- Number of vehicle accidents
- Number of hours of safety training provided
- Number of employees trained
- Number of workers' compensation claims filed
- Amount (\$) paid for workers' compensation claims

- Proposed Performance Measures:

- Workers' compensation costs per \$100 of payroll
- Number of workers' compensation claims with lost time
- Number of at fault vehicle accidents



Risk Retention Fund Cost Containment Strategies

- Overall conservative approach to liability claims handling.
- Moved to the electronic submission of insurance and bonds as part of the contract review process in order to speed up the approval process.
- Fully implemented the Risk Management Information System to allow online submission of accident/injury reports and automated population of database.
- Hired the Claims Coordinator position to improve the liability claims handling process and frees up the Safety/Claims Administrator to focus on safety training and other risk management initiatives.



Risk Retention Fund Process Improvements

Completed Process Improvement or Lean projects:

- Electronic insurance and bond approval
- Risk Management Information System

Future Process Improvement/Lean Projects:

- Move liability claims handling to a paperless process
- Continue work with group looking at a potential Special Event Ordinance and updated internal processes
- “Safety Perception” survey
- Quarterly meeting with Utility Safety and Training



Risk Retention Fund Expenditure Budget Highlights

Expenses	FY 2014-15 Actuals	FY 2015-16 Actuals	FY 2016-17 Budget	FY 2017-18 Baseline
Personal Services	\$785,234	\$821,637	\$940,008	\$960,724
Materials & Supplies	\$10,699	\$10,079	\$15,890	\$14,750
Maintenance	\$164,641	\$64,302	\$159,200	\$145,000
Insurance	\$1,183,159	\$1,350,726	\$1,396,925	\$1,459,400
Miscellaneous	\$307,805	\$521,721	\$256,280	\$32,210
Operations	\$538,192	\$220,552	\$387,697	\$417,117
Cost of Service – GF	\$190,799	\$184,870	\$190,416	\$149,976
Cost of Service - Other	\$42,341	\$50,017	\$59,405	\$56,595
Total	\$3,222,870	\$3,223,905	\$3,405,821	\$3,235,772



Risk Retention Fund

Questions / Comments

