

The Indian River County District School Board met on Tuesday, September 13, 2011, at 9:00 a.m. The workshop was held in the Teacher Education Center located at the Central Administrative Offices, 1990 25th Street, Vero Beach, Florida. School Board Members attending were: Chairman Matthew McCain, and Board Members: Karen Disney-Brombach, Claudia Jiménez, and Jeffrey Pegler. Dr. Frances J. Adams, Superintendent of Schools, and School Board Attorney Suzanne D'Agresta were also present. Vice Chairman, Carol Johnson, was not present.

RFP for Property, Casualty, and Workers' Compensation Workshop

- I. Workshop was called to order by Chairman Matthew McCain. Chairman McCain announced the Mrs. Johnson was unable to attend due to a family emergency.
- II. Purpose of the Workshop – Dr. Adams
Dr. Adams said that the purpose of the workshop was to talk about a process for going out for requests for proposals regarding the District's liability insurance coverage and costs for property, casualty, and workers' compensation.
- III. Presentation – Ms. Roberts
Mrs. Roberts presented a PowerPoint outlining a two-step process. She stated that the first step was to hire a consultant that was familiar with liability insurance, who would be instrumental in preparing the request for proposals, and who could move the District through the process. The process of hiring a consultant would take about two months. Other stand-alone programs also to be included in the process, as a package, were student accident insurance, school leaders' errors and omissions, special events, student malpractice, public official bonds, and pollution/storage tanks. Mrs. Lannon stated that it was incumbent upon the District to go about this with due diligence. During step two of the processes, an Evaluation Team would review the proposals and present the findings to the Superintendent, who would present her recommendation to the Board. The recommendation was anticipated to be finalized by April 2012.

The process would begin with direction from the Board. The Superintendent would bring forward an action item for the Board's consideration at the next School Board business meeting.
- IV. Questions – Chairman McCain
Board Members asked questions. Ms. Roberts explained the SCERMP and Risk Management Budget figures comparison from last year to this year. She said that the fees were included in the budgeted amount. Ms. Roberts said that they were currently working on a report for the Board to include all claims and settlements for the District. Ms. Roberts said that they were currently working on the relationship between what the Board Attorney does and SCERMP legal staff.

Dr. Adams stated that since she was relatively new, as well as the Personnel Staff, it was important at this point to have an Attorney that they could rely on when presented with such items as suggested settlement agreements and actions, before she makes a recommendation to the Board. Dr. Adams also stated that, so far, all of her questions to the Board Attorney were within the retainer. Utilization of local attorney services through a Consortium was discussed.

Mr. Chuma informed the Board that if they were interested in including any evaluation criterion into the evaluation process, now would be the time to give direction. He also stated that it was always prudent to do the open process to see what was out there for the District. All vendors would have an opportunity to throw their hat into the ring. Mr. Chuma said that each District was unique. Dr. Adams pointed out that some Districts use different vendors for different types of coverage.

V. Adjournment – Chairman McCain

In closing, Dr. Adams asked permission to bring in Brown and Brown to do a presentation on Wellness Centers. She said that a workshop would be scheduled for either October 8 11 or November 8 in the afternoon. Dr. Adams said that the two-step request for proposal process would have to be used, when the Board was ready to move forward on a Wellness Center.

With no further discussion, the workshop adjourned at approximately 9:45 a.m.