

**Pima County Self-Insured Trust Fund**  
**Minutes**  
**October 29, 2021**

Board members in attendance:

Drew Palmer	Retired VP Financial Advisor/Money Manager, Northern Trust Bank
Miguel Delgado	Director, University of Arizona Insurance Programs
Kenneth Kmak	Risk Manager, Sunnyside Unified School District
Michelle Campagne	Director, Pima County Finance and Risk Management

Additional attendees:

Maria Luna	Risk Manager, Pima County (facilitator and presenter)
Andy Welch	Deputy Director, Pima County Finance & Risk Management (presenter)
Barbara Sanders	Manager, Pima County Occupational Medical (presenter)
Nancy Davis	Litigation Manager, Pima County Finance & Risk Management(presenter)
Mary Kelso	Risk Management Assistant, Pima County (recorder)
Meridith Litton	Deputy Director, Pima County Finance & Risk Management (observer)

The meeting was held on October 29, 2021 at the Pima County Administrative Building, 130 W Congress Street, Tucson AZ, on the 6<sup>th</sup> Floor Training Room at 1:00 pm.

1. A quorum was present and the meeting commenced at 1:00 p.m.
  2. Introduction of members, observers and presenters was given and a brief overview of new members and their professional background was given.
  3. Active Chair Lunas's movement for discussion, motion and resulting Board approval of the October 30, 2020 Board meeting minutes, the meeting included a review of the Fund's Financial Statements and related FY2021 activity statistics; followed by a look ahead to FY2022.
  4. Andy Welch provided a summary of the Self-Insurance Trust Internal Service Fund Financial Report for the fiscal year ended June 30, 2020. The Trust reflects \$84,884,781 in total assets, \$34,048,714 total liabilities and total net position of \$51,042,371.
- Nancy Davis provided an overview of Defense of County Claims. As of May 2021, there was a reduction of in house legal services from PCAO, as a result all litigation was sent to outside counsel. Therefore, there has been a significant increase in the cost of attorney fees being paid out.
  - Barbara Sanders reported on FY2021 Workers Compensation Claims. She highlighted the downward trend in the number of claims citing better coordination with loss prevention

resulting in a conversion to more near misses. Although the number of claims are down, the reopening of older cases is resulting in greater financial impact.

- Maria Luna provided an overview of the FY2021 Liability Claims, reflecting a drop in numbers of liability claims, yet an increase in cost per claim.
5. Looking to FY2022, Maria shared that Insurance Renewals were recently completed and that premiums for all lines of coverage saw a 10.39% increase.
  6. Election of the Chair. Drew Palmer elected Miguel Delgado for the position. Maria Luna made the motion to elect Miguel Delgado as chair. Kenneth Kmack seconded the motion. Motion approved. Miguel Delgado will be the new elected Chair moving forward for future meetings, Maria Luna will be acting Chair until then.
  7. Meeting adjourned at 2:10 p.m.

**APPROVED**

---

Committee Chair

---

Date