



Risk Management & Tort Defense Division
State Risk Management
Committee

May 4, 2016

Welcome

- ▶ Welcome
- ▶ Logistics
 - Restrooms
 - Refreshments
 - Emergency Alarms and Procedures
- ▶ Introduction of RMTD Staff
- ▶ Introduction of New Members
- ▶ Introduction of Special Guests
- ▶ Agenda

Claims Activity

Jennie Younkin
Gordon Amsbaugh
Kirk Barfuss



FY16 Claims Activity

Auto Liability & Comp/Collision

▶ Claims Received	333
▶ Total Paid	\$683,795.39



FY16 Claims Activity

General Liability

▶ Claims Received	197
▶ Total Paid	\$31,571.22



FY16 Claims Activity

Property

▶ Claims Received	51
▶ Total Paid	\$320,406.39



FY16 Claims Turnaround

- ▶ Average Days Received – 26
- ▶ Average Days Paid – 43
- ▶ Average Days Resolved - 63

FY16 Occurrence Trends

Auto Comp/Collision Trends

- ▶ Struck Animal – 51 (25.25%)
- ▶ Struck Object – 45 (22.28%)
- ▶ Struck By Other Vehicle – 42 (20.79%)

FY16 Occurrence Trends

General Liability Trends

- ▶ Contractual Liability - 47 (41.23%)
- ▶ Highway Maintenance - 13 (11.39%)
- ▶ Negligent Supervision - 10 (8.77%)

FY16 Occurrence Trends

Property Trends

- ▶ Water Damage - 9 (20.45%)
- ▶ Wind or Windstorm - 8 (18.18%)
- ▶ Missing Property - 7 (15.91%)

Large Loss Incidents



All about, but cannot be seen.

**Can be captured, but cannot
be held.**

No throat, but can be heard.

What am I



What can I do when I blow in excess of 85 mph?





08/10/2015















For State Property, there were approximately 40 trees destroyed and at least 10 of them were fully uprooted, root balls and all!

Did you know...

Did you know insurance covers the cost to replace trees, plants and shrubs, limited to the actual size of the destroyed trees, plants or shrubs at the time of the loss, up to a maximum size of 25 gallons per item, but not to exceed \$25,000 per item, and only if the planting of the trees was undertaken by human agency for cosmetic effect.

Did you know...

Did you know when more than one University/State Agency is affected by the same storm, your property deductible is spilt between each agency.

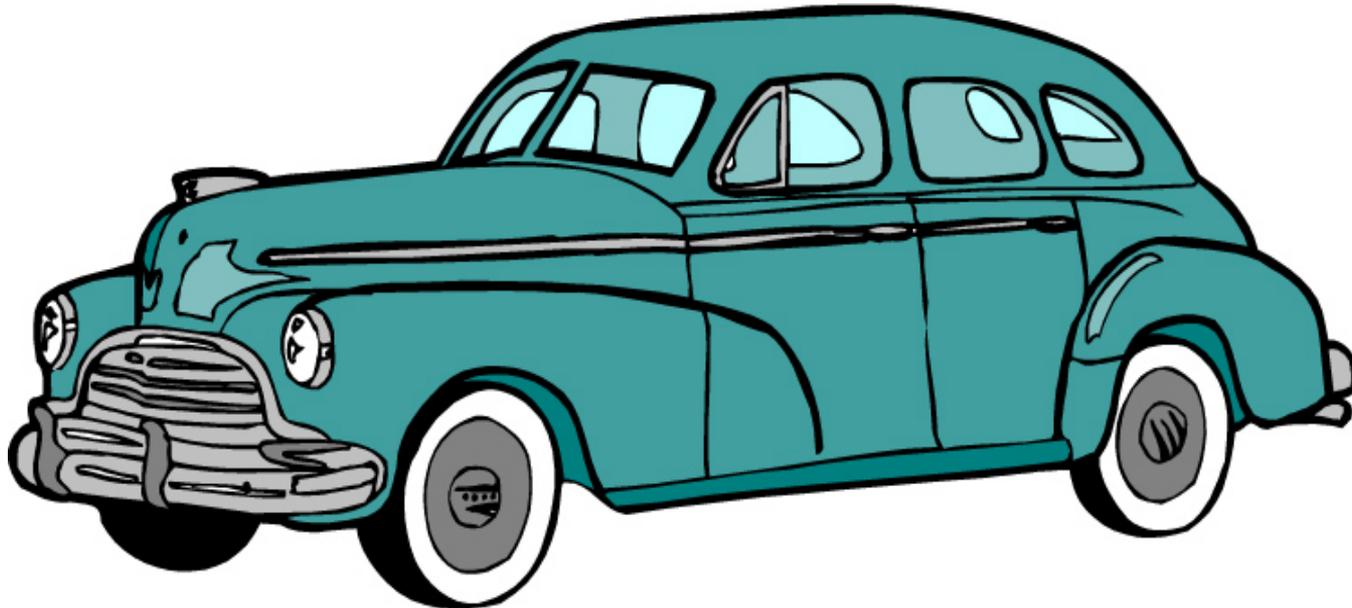
Why is wind power popular?

Because it has a lot of fans



Vehicle Rental

**FOR
RENT**



Vehicle Rental



Vehicle Rental



Vehicle Rental



Vehicle Rental



Western States Contracting Alliance

Vehicle Rentals

- Preferred rates
- Unlimited mileage
- Damage waiver included
- Liability insurance included

Western States Contracting Alliance

Enterprise/National

WSCA Price Agreement 9950

- XZ63WMT and Pin No. MTS – Official State of Montana Business Travel
- XZ63MSU and Pin No. MSU – Montana State University
- XZ63UOM and Pin No. UMU – University of Montana
- XZ63UMT and Pin No. MTM – Montana Tech
- XZ63MSB and Pin No. MSU – Montana State University Billings

Hertz

WSCA Price Agreement 9949

- Corporate Discount Number (CDP) 66675

Request WSCA rates when making reservation

Rent with Visa Pro Card

Free collision damage coverage when employees of the State of Montana and the Montana University System use their state purchasing card to pay for the vehicle rental and list the driver's name and the state agency/university they are connected with on the rental agreement.

In order for coverage to apply, the name used for each rental purchase, must match the name on the state purchasing card.



Cyber Security Reporting

Call us right away! 444-2421



When to Report Cyber/Data Information Security Incidents to RMTD

The term ‘breach’ has legal significance and the definition varies based upon a multitude of applicable state and federal laws.

A potential cyber/data information security issue should be referred to as an ‘incident’ and not a ‘breach’ until a final determination has been made by RMTD and the state’s commercial insurance carriers.

When to Report Cyber/Data Information Security Incidents to RMTD

For purposes of reporting potential incidents to RMTD, 'breach' means the unauthorized acquisition of data/information that:

- a) materially compromises the security, confidentiality, or integrity of the personal information maintained by a state agency, university, or a third party on behalf of a state agency or university.
- b) uniquely identifies an individual and may be of a sensitive nature.

'Personal Information'

Per Montana Code, 'Personal Information' means:

(a) Individual's first name or first initial and last name in combination with any one or more of the following data elements, when the name and the data elements are not encrypted:

- i. Social security number;
- ii. Driver's license number, state identification card number, or tribal identification card number;
- iii. Account number or credit or debit card number, in combination with any required security code, access code, or password that would permit access to an individual's financial account.
- iv. Medical record information;
- v. A taxpayer identification number; or
- vi. An identity protection personal identification number issues by the United States internal revenue service.

'Personal Information' does not include publicly available information that is lawfully made available to the general public from federal, state, local, or tribal government records.

How to Report Cyber/Data Information Security Incidents to RMTD

- ▶ Upon discovery or notification of a potential release of personal information, the state agency or university that maintains the personal information shall notify RMTD immediately at 406-444-2421.
- ▶ The immediate supervisor must assure that the 'Report of Incident' form is accurately completed, signed, and sent to RMTD within two (2) business days.

<http://rmtd.mt.gov/claims/agenciesreportclaims.mcp>

- ▶ Do not contact individuals whose information may have been released in the incident.
- ▶ Do not contact law enforcement agencies.

After RMTD has been notified of the incident, we will notify legal counsel and determine what to report to law enforcement agencies and when.

Property / Casualty Insurance Fund

Kristie Rhodes



Funding Overview

- ▶ The Risk Management & Tort Defense Division operates an internal service fund.
- ▶ There are four HB 2 rates: Auto, Aviation, General Liability, and Property.
- ▶ The Montana Legislature authorizes funding for insurance in agency budgets each biennium.
- ▶ Insurance proceeds are used to pay claims, purchase insurance, and to fund other operational expenditures.

2017 Biennium Rate 'Wrap-Up'

- ▶ Large, unpredictable losses (current and historical) impacted the division's operational costs (i.e. MSU Billings flood, MSP Fire, Bozeman Hail, Bannack Flood, etc.).
- ▶ Catastrophic events worldwide resulted in commercial insurance increases and higher state deductibles (\$2,000,000 vs. \$1,000,000).
- ▶ The Montana legislature reduced the division's HB-3 appropriation from \$13.4 million to \$6 million last biennium in the aftermath of the Libby Asbestos settlement. Therefore, the division is working with the Governor's Office of Budget & Program Planning to determine our rates for the 2019 biennium.
- ▶ Rates are up 'across the board'.

2017 Biennium Final Approved Rates

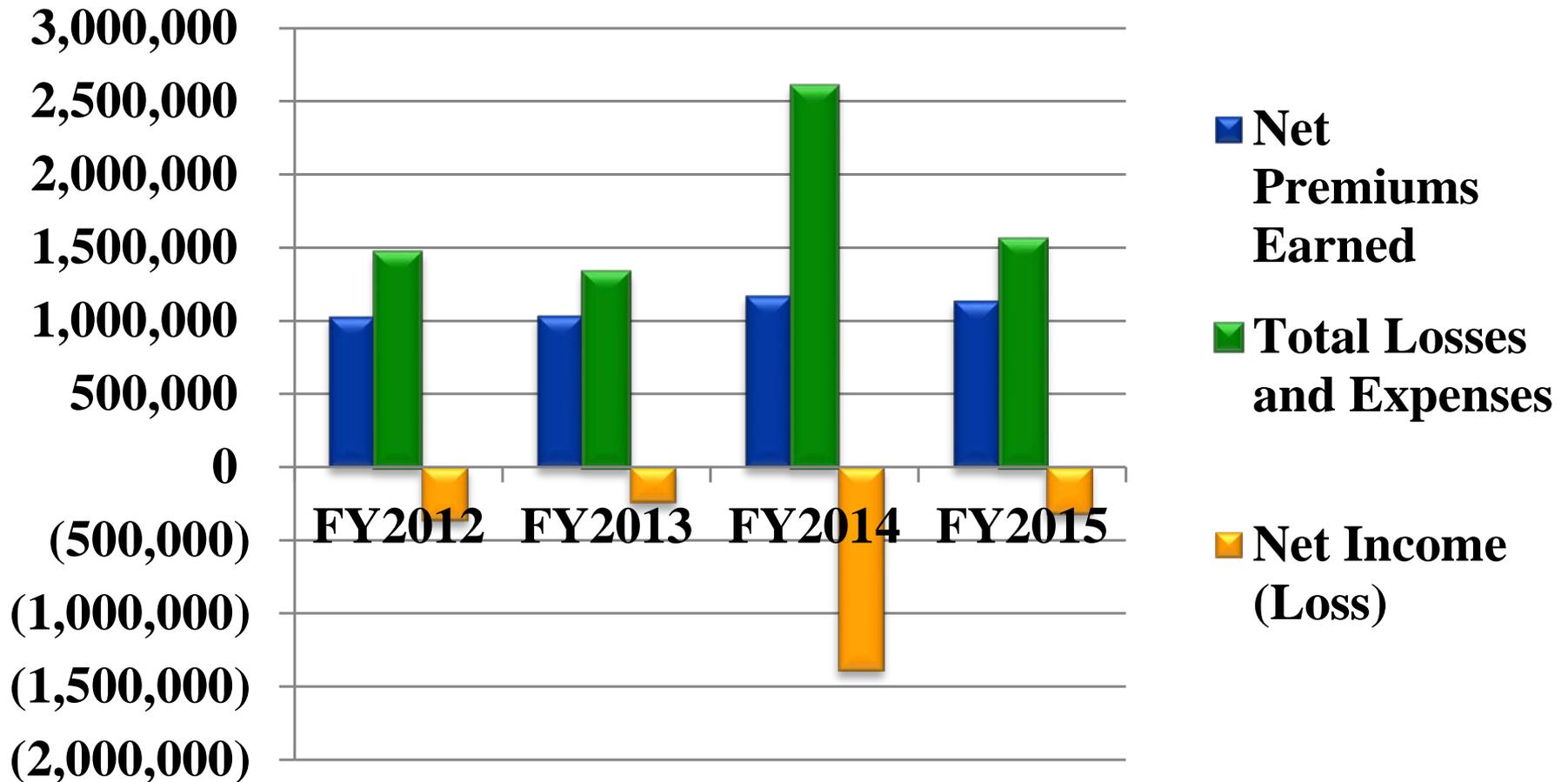
Property/Casualty Insurance Fund Fee/Rate Information					
	FY 2014	FY 2016	FY 2016 % Change from FY 2014	FY 2017	FY 2017 % Change from FY 2014
Auto	1,248,500	1,498,200	20%	1,498,200	20%
Aviation	169,961	169,961	0%	169,961	0%
General Liability	8,100,000	10,824,476		10,824,476	34%
Property	5,040,000	6,300,000	25%	6,300,000	25%
Total	14,558,461	18,792,637	29%	18,792,637	29%

Risk Management & Tort Defense Division

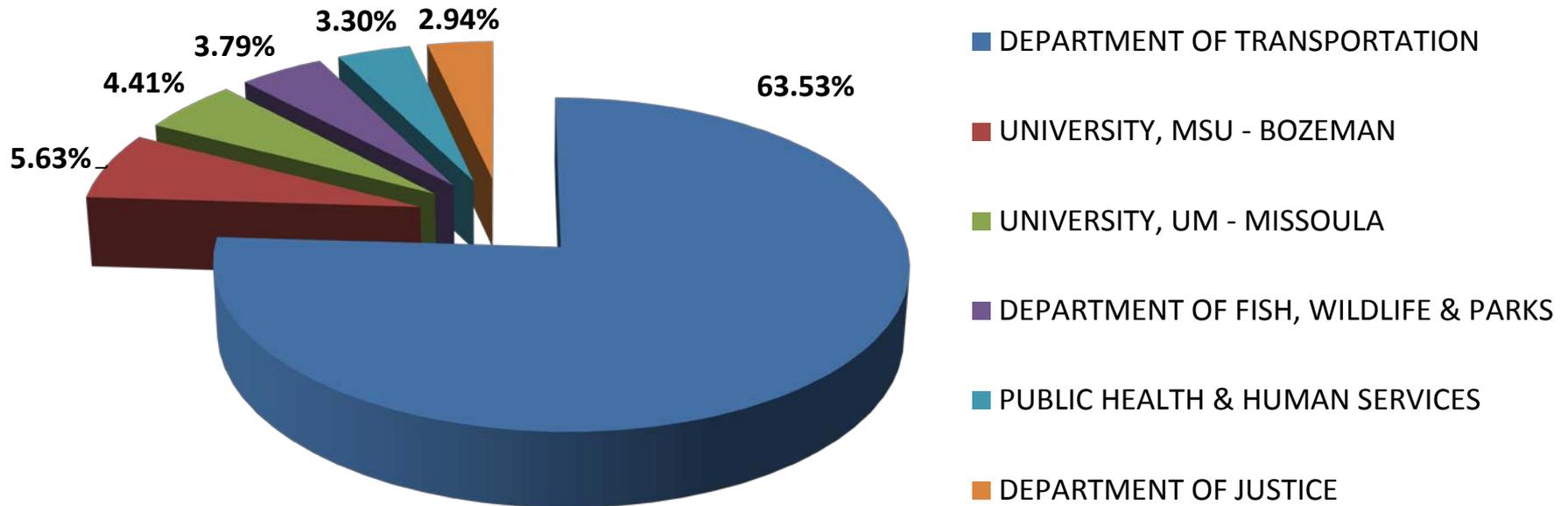
Historical Changes in Budgeted Premiums, Expenses, Assets, Liabilities, and Reserves
For the Period Ending June 30th

	FY2012	FY2013	FY2014	FY2015	FY2016
Budgeted Premium	12,297,451	12,297,451	14,558,461	14,558,461	18,792,636
Total Losses and Expenses	43,531,523	13,451,021	14,972,604	17,174,276	13,792,686
Total Assets	3,509,251	15,436,173	16,001,914	19,815,021	24,229,363
Total Liabilities	20,172,543	17,782,481	18,763,914	17,720,021	17,694,490
Reserves (Deficit)	(16,663,000)	(2,346,308)	(2,762,000)	2,095,000	6,534,874
Actuarial Target Funding Ratio: Total Liabilities t	0 > Target < 2.00				
Actual Funding Ratio Achieved:	-1.21	-7.58	-6.79	8.46	2.71
Actuarial Reserve Funding Target	10,000,000				
Actuarial Reserve Target Overage (Shortfall)	(26,663,000)	(12,346,308)	(12,762,000)	(7,905,000)	(3,465,126)

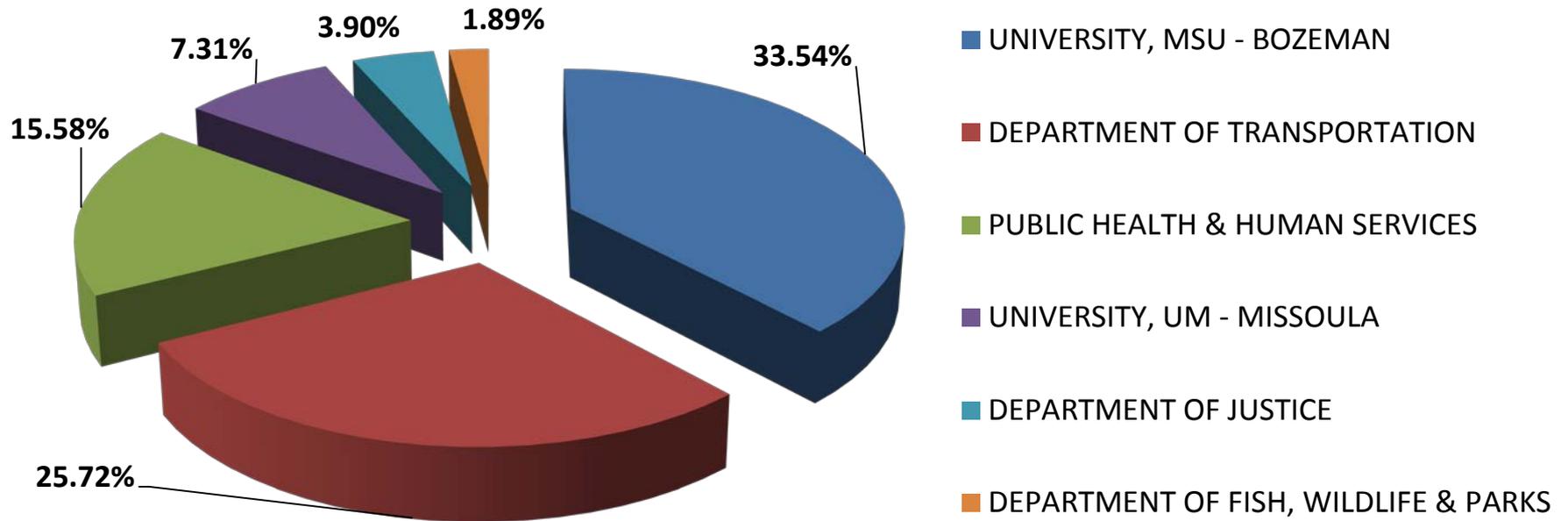
Auto Insurance Program



Top 6 ~ % of Auto Liability Claims



Top 6 ~ % of Auto Liability Incurred



Auto Liability Loss Cost Handout

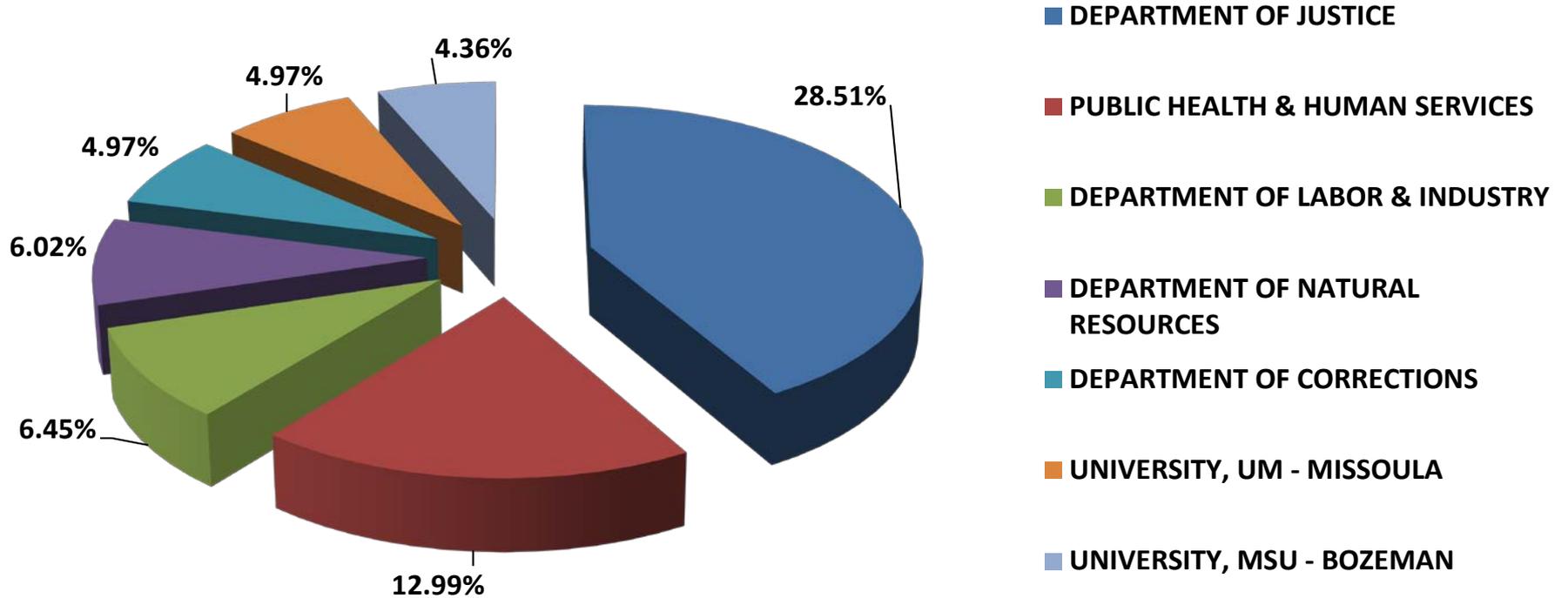
Auto Liability Total Losses Incurred by Agency - FY2011 through FY2015

REF	SUBDIVISION	#VEHICLES*	# CLAIMS	\$ INCURRED	FREQUENCY (Claims /100 VEH)	SEVERITY (\$Inc./Claim)	LOSS RATE (\$Inc./100VEH)
1	AUDITORS OFFICE	11	0	0	0.00	0	0
2	BOARD OF PUBLIC EDUCATION	0	0	0	0.00	0	0
3	COMMISSIONER OF POLITICAL PRACTICES	0	0	0	0.00	0	0
4	DEPARTMENT OF ADMINISTRATION (DOA)	305	12	24,373	3.93	2,031	80
5	DOA, OFFICE OF PUBLIC DEFENDER	40	2	2,388	5.00	1,294	65
6	DOA, PUBLIC EMPLOYEE RETIREMENT	0	0	0	0.00	0	0
7	DOA, STATE FUND	118	3	2,481	2.54	827	21
8	DOA, TEACHER'S RETIREMENT	0	0	0	0.00	0	0
9	DEPARTMENT OF AGRICULTURE	253	6	29,061	2.37	4,844	115
10	DEPARTMENT OF COMMERCE	12	0	0	0.00	0	0
11	DEPARTMENT OF COMMERCE, HERITAGE	47	4	3,092	8.51	1,273	108
12	DEPARTMENT OF CORRECTIONS (DOC)	117	6	23,447	5.13	3,908	200
13	DOC, BOARD OF PARDONS	0	0	0	0.00	0	0
14	DOC, PINE HILLS YOUTH CORRECTIONAL FACILITY	37	0	0	0.00	0	0
15	DOC, PRISON INDUSTRIES	708	0	0	0.00	0	0
16	DOC, RIVERSIDE YOUTH CORRECTIONS	13	0	0	0.00	0	0
17	DOC, STATE PRISON	567	2	2,300	0.35	1,150	4
18	DOC, TREASURE STATE CORRECTIONS	6	0	0	0.00	0	0
19	DOC, WOMEN'S CORRECTIONAL CENTER	13	0	0	0.00	0	0
20	DEPARTMENT OF ENVIRONMENTAL QUALITY	287	4	6,039	1.39	1,510	21
21	DEPARTMENT OF FISH, WILDLIFE & PARKS	9,902	31	34,330	0.31	1,753	5
22	DEPARTMENT OF JUSTICE	2,382	24	112,438	0.93	4,685	44
23	DEPARTMENT OF JUSTICE, CRIME CONTROL	1	0	0	0.00	0	0
24	DEPARTMENT OF LABOR & INDUSTRY	400	10	23,644	2.50	2,564	64
25	DEPARTMENT OF LIVESTOCK	405	9	13,224	2.22	1,692	38
26	DEPARTMENT OF MILITARY AFFAIRS	304	1	17,996	0.99	3,599	36
27	DEPARTMENT OF NATURAL RESOURCES (DNRC)	3,139	11	47,163	0.35	4,288	15
28	DNRC, SWAN RIVER FOREST CAMP	0	0	0	0.00	0	0
29	DEPARTMENT OF REVENUE	16	6	14,171	37.50	2,362	886
30	DEPARTMENT OF TRANSPORTATION	21,274	519	740,574	2.44	1,427	35
31	GOVERNOR'S OFFICE	4	1	4,602	25.00	4,602	1,150
32	HISTORICAL SOCIETY	7	0	0	0.00	0	0
33	LEGISLATIVE BRANCH	2	0	0	0.00	0	0
34	LEGISLATIVE BRANCH, CONSUMER COUNSEL	0	0	0	0.00	0	0
35	MONTANA ARTS COUNCIL	0	0	0	0.00	0	0
36	MONTANA STATE LIBRARY	13	0	0	0.00	0	0
37	OFFICE OF PUBLIC INSTRUCTION	83	0	0	0.00	0	0
38	PUBLIC HEALTH & HUMAN SERVICES (PHHS)	371	27	448,640	7.28	16,616	1,209
39	PHHS, MENTAL HEALTH NURSING CENTER	43	0	0	0.00	0	0
40	PHHS, MONTANA CHEMICAL DEPENDENCY CTR	13	0	0	0.00	0	0
41	PHHS, MONTANA DEVELOPMENTAL CENTER	209	0	0	0.00	0	0
42	PHHS, STATE HOSPITAL	133	1	1,640	0.65	1,640	11
43	PHHS, VETERANS' HOME - COLUMBIA FALLS	35	0	0	0.00	0	0
44	PHHS, VETERANS' HOME - GLENDIVE	24	1	906	4.17	906	38
45	PUBLIC SERVICE REGULATION (COMMISSION)	8	0	0	0.00	0	0
46	SECRETARY OF STATE	10	0	0	0.00	0	0
47	BOARD OF ED, SCHOOL FOR THE DEAF & BLIND	183	3	2,298	1.64	766	13
48	SUPREME COURT - JUDICIARY	306	3	16,733	0.98	5,584	55
49	UNIVERSITY, HIGHER EDUCATION	0	0	0	0.00	0	0
50	UNIVERSITY, HELENA COLLEGE UM	193	3	14,323	1.54	4,842	74
51	UNIVERSITY, MSU - BILLINGS	373	8	17,261	2.14	2,158	46
52	UNIVERSITY, MSU - BOZEMAN	1,791	46	963,843	2.57	20,997	539
53	UNIVERSITY, MSU - BOZEMAN, AG EXPT.	1,199	10	34,383	0.83	3,458	29
54	UNIVERSITY, MSU - BOZEMAN, EXT SERV.	128	1	1,872	0.78	1,872	15
55	UNIVERSITY, MSU - BOZEMAN, FIRE TRNG.	196	1	4,066	0.51	4,066	21
56	UNIVERSITY, MSU - NORTHERN	974	10	12,120	1.03	1,212	12
57	UNIVERSITY, MONTANA TECH OF THE UM	369	3	4,496	1.36	899	12
58	UNIVERSITY, GREAT FALLS COLLEGE MSU	61	0	0	0.00	0	0
59	UNIVERSITY, UM - MISSOULA	2,512	36	210,611	1.43	5,850	84
60	UNIVERSITY, UM - MISSOULA, FOREST./CONS	0	0	0	0.00	0	0
61	UNIVERSITY, WESTERN MONTANA	180	7	16,333	3.89	2,365	92
	TOTAL	30,233	817	2,879,690	1.63	3,525	57

* Vehicle means a land motor vehicle, semi-trailer, snow plow, or other vehicle designed for travel on public roads, to include any machinery or apparatus attached thereto. It also includes some mobile equipment with the existence of prior written agreements with RMTD. Department of Revenue and the Governor's Office does not report vehicles therefore using historical data for frequency/severity calculations.



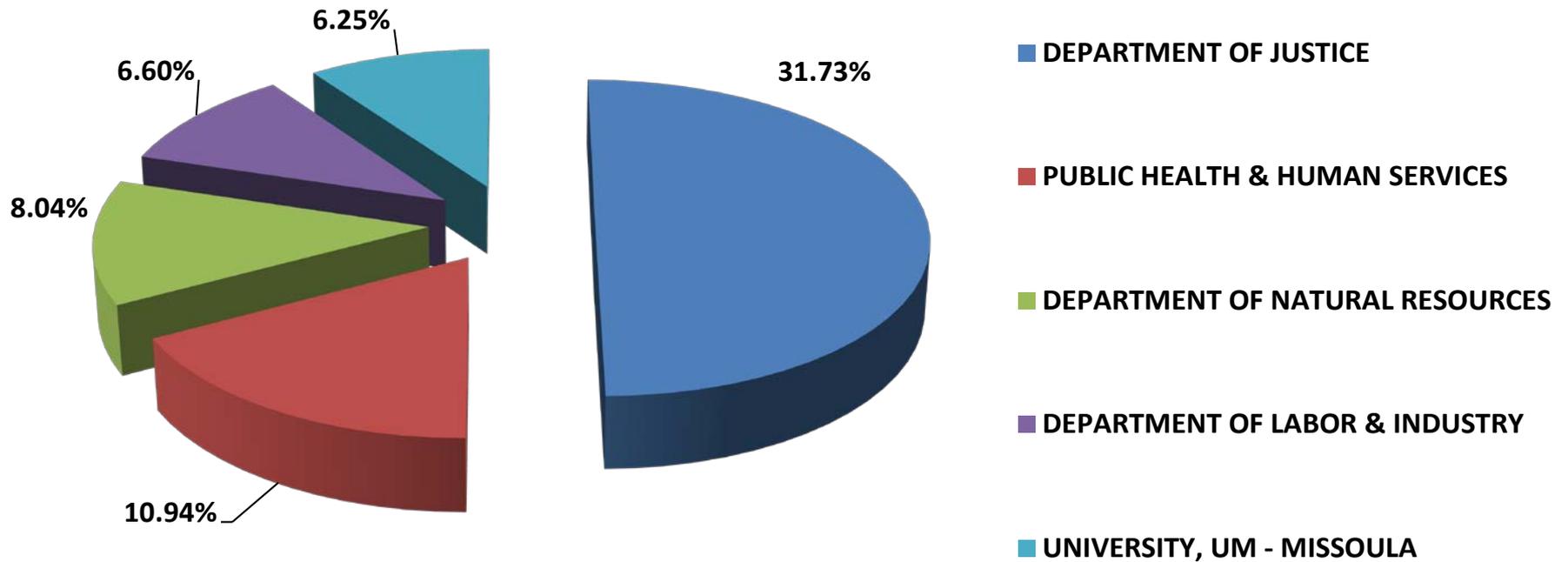
Top 7 ~ % of Auto Physical Damage Claims



- DEPARTMENT OF JUSTICE
- PUBLIC HEALTH & HUMAN SERVICES
- DEPARTMENT OF LABOR & INDUSTRY
- DEPARTMENT OF NATURAL RESOURCES
- DEPARTMENT OF CORRECTIONS
- UNIVERSITY, UM - MISSOULA
- UNIVERSITY, MSU - BOZEMAN



Top 5 ~ % of Auto Physical Damage Incurred



Auto Comp/Collision Loss Cost Handout

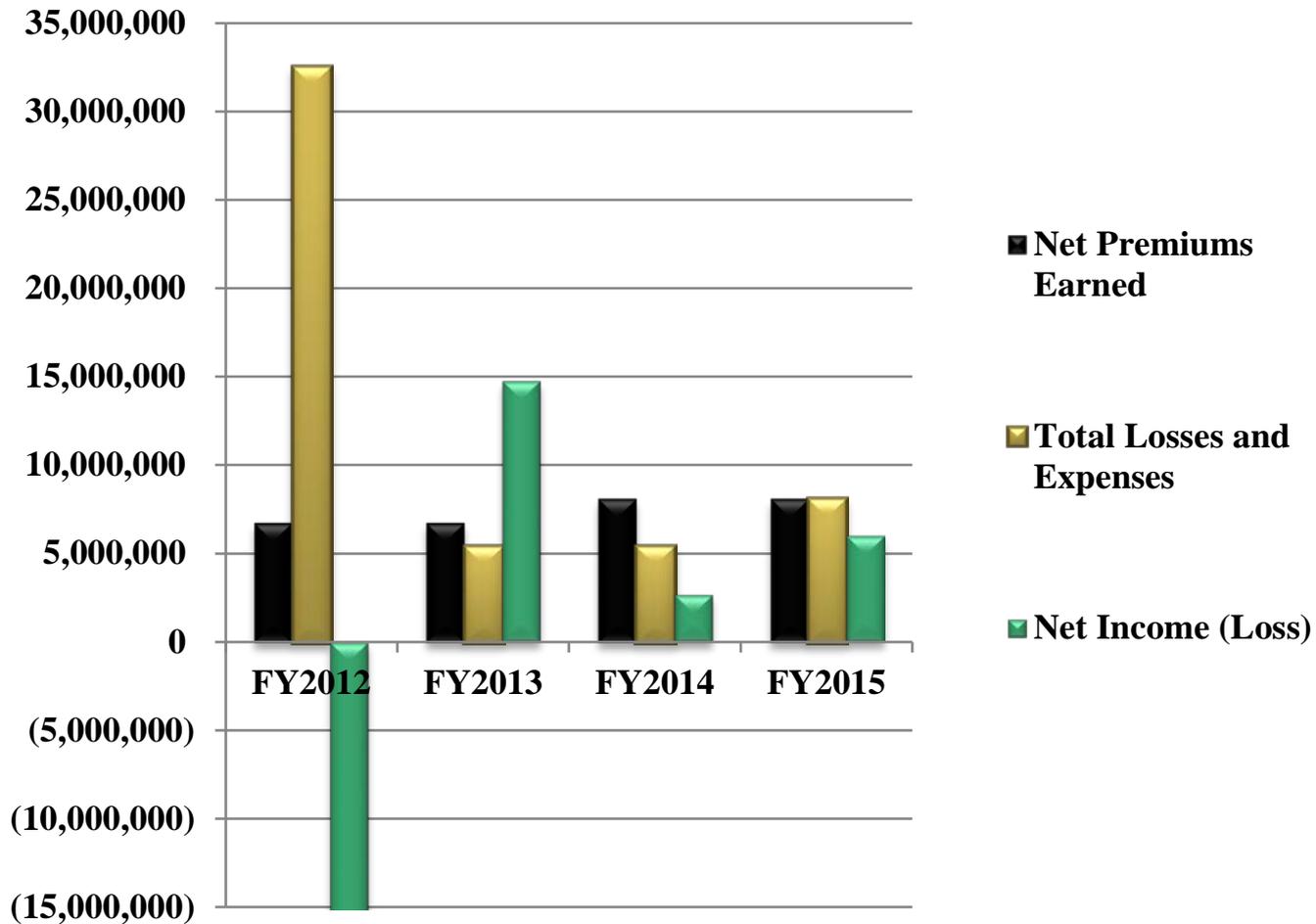
Auto Physical Damage Total Losses Incurred by Agency - FY2011 through FY2015

REF	SUBDIVISION	#VEHICLES*	# CLAIMS	\$ INCURRED	FREQUENCY (Claims /100 VEH)	SEVERITY (\$Inc./Claim)	LOSS RATE (\$Inc./100VEH)
1	AUDITORS OFFICE	11	6	\$ 3,636	40.00	\$ 606	\$ 242
2	BOARD OF PUBLIC EDUCATION	0	0	0	0.00	0	0
3	COMMISSIONER OF POLITICAL PRACTICES	0	1	753	0.00	753	0
4	DEPARTMENT OF ADMINISTRATION (DOA)	305	26	26,283	8.52	1,011	86
5	DOA, OFFICE OF PUBLIC DEFENDER	40	19	30,274	47.50	1,593	757
6	DOA, PUBLIC EMPLOYEE RETIREMENT	0	0	0	0.00	0	0
7	DOA, STATE FUND	118	7	18,284	5.93	2,612	155
8	DOA, TEACHER'S RETIREMENT	0	0	0	0.00	0	0
9	DEPARTMENT OF AGRICULTURE	253	14	22,283	5.53	1,592	88
10	DEPARTMENT OF COMMERCE	12	6	21,668	50.00	3,611	1,806
11	DEPARTMENT OF COMMERCE, HERITAGE	47	1	7,403	2.13	7,403	158
12	DEPARTMENT OF CORRECTIONS (DOC)	117	57	73,521	48.72	1,290	628
13	DOC, BOARD OF PARDONS	0	1	471	0.00	471	0
14	DOC, PINE HILLS YOUTH CORRECTIONAL FACILITY	37	1	1,296	1.75	1,296	23
15	DOC, PRISON INDUSTRIES	708	1	0	0.14	0	0
16	DOC, RIVERSIDE YOUTH CORRECTIONS	15	0	0	0.00	0	0
17	DOC, STATE PRISON	567	10	10,602	1.76	1,060	19
18	DOC, TREASURE STATE CORRECTIONS	6	1	1,605	16.67	1,605	267
19	DOC, WOMEN'S CORRECTIONAL CENTER	15	0	0	0.00	0	0
20	DEPARTMENT OF ENVIRONMENTAL QUALITY	287	35	56,079	12.20	1,602	195
21	DEPARTMENT OF FISH, WILDLIFE & PARKS	9,902	12	20,021	0.12	1,668	2
22	DEPARTMENT OF JUSTICE	2,382	327	747,393	12.66	2,286	290
23	DEPARTMENT OF JUSTICE, CRIME CONTROL	1	3	6,115	300.00	2,038	6,115
24	DEPARTMENT OF LABOR & INDUSTRY	400	74	155,382	18.50	2,102	389
25	DEPARTMENT OF LIVESTOCK	405	17	35,830	4.20	2,108	88
26	DEPARTMENT OF MILITARY AFFAIRS	504	19	36,877	3.77	1,941	73
27	DEPARTMENT OF NATURAL RESOURCES (DNRC)	3,139	69	189,518	2.20	2,747	60
28	DNRC, SWAN RIVER FOREST CAMP	0	0	0	0.00	0	0
29	DEPARTMENT OF REVENUE*	16	29	87,757	181.25	3,026	5,485
30	DEPARTMENT OF TRANSPORTATION	21,274	38	87,020	0.18	2,290	4
31	GOVERNOR'S OFFICE*	4	5	22,573	125.00	4,515	5,644
32	HISTORICAL SOCIETY	7	2	3,698	28.57	1,849	528
33	LEGISLATIVE BRANCH	2	1	324	50.00	324	162
34	LEGISLATIVE BRANCH, CONSUMER COUNSEL	0	0	0	0.00	0	0
35	MONTANA ARTS COUNCIL	0	1	356	0.00	356	0
36	MONTANA STATE LIBRARY	15	0	0	0.00	0	0
37	OFFICE OF PUBLIC INSTRUCTION	83	9	13,086	10.84	1,454	158
38	PUBLIC HEALTH & HUMAN SERVICES (PHHS)	371	149	257,678	40.16	1,729	695
39	PHHS, MENTAL HEALTH NURSING CENTER	43	0	0	0.00	0	0
40	PHHS, MONTANA CHEMICAL DEPENDENCY CTR	15	0	0	0.00	0	0
41	PHHS, MONTANA DEVELOPMENTAL CENTER	209	0	0	0.00	0	0
42	PHHS, STATE HOSPITAL	155	2	2,302	1.29	1,151	15
43	PHHS, VETERANS' HOME - COLUMBIA FALLS	55	3	4,853	5.45	1,618	88
44	PHHS, VETERANS' HOME - GLENDIVE	24	0	0	0.00	0	0
45	PUBLIC SERVICE REGULATION (COMMISSION)	8	1	513	12.50	513	64
46	SECRETARY OF STATE	10	0	0	0.00	0	0
47	BOARD OF ED, SCHOOL FOR THE DEAF & BLIND	183	10	26,768	5.46	2,677	146
48	SUPREME COURT - JUDICIARY	306	13	13,696	4.25	1,207	51
49	UNIVERSITY, HIGHER EDUCATION	0	2	1,329	0.00	665	0
50	UNIVERSITY, HELENA COLLEGE UM	193	2	10,983	1.03	5,492	56
51	UNIVERSITY, MSU - BILLINGS	373	11	16,281	2.95	1,526	45
52	UNIVERSITY, MSU - BOZEMAN	1,791	50	52,338	2.79	1,047	29
53	UNIVERSITY, MSU - BOZEMAN, AG EXPT.	1,199	22	54,570	1.83	2,480	46
54	UNIVERSITY, MSU - BOZEMAN, EXT SERV.	128	6	6,831	4.69	1,139	53
55	UNIVERSITY, MSU - BOZEMAN, FIRE TRNG.	196	3	3,048	1.53	1,016	16
56	UNIVERSITY, MSU - NORTHERN	974	6	3,966	0.62	994	6
57	UNIVERSITY, MONTANA TECH OF THE UM	369	7	50,590	1.90	7,227	137
58	UNIVERSITY, GREAT FALLS COLLEGE MSU	61	1	3,463	1.64	3,463	57
59	UNIVERSITY, UM - MISSOULA	2,512	37	147,267	2.27	2,584	59
60	UNIVERSITY, UM - MISSOULA, FOREST./CONS	0	0	0	0.00	0	0
61	UNIVERSITY, WESTERN MONTANA	180	10	14,426	5.56	1,443	80
	TOTAL	30,253	1,147	2,355,910	2.28	2,054	47

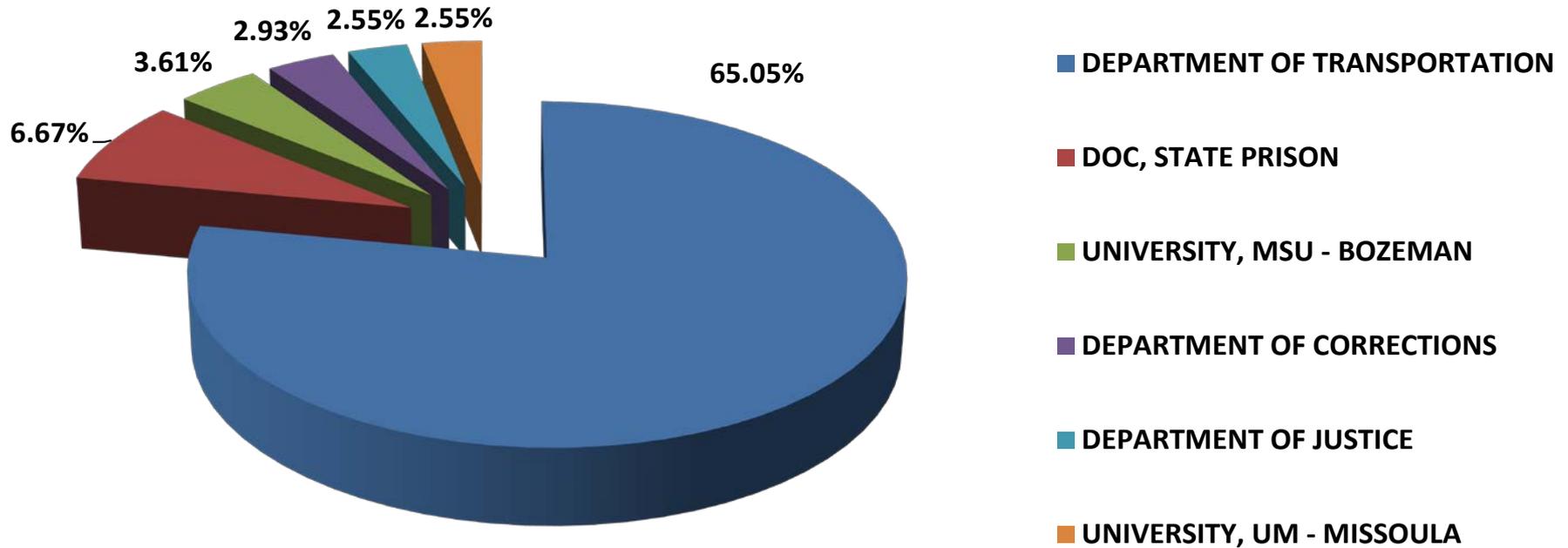
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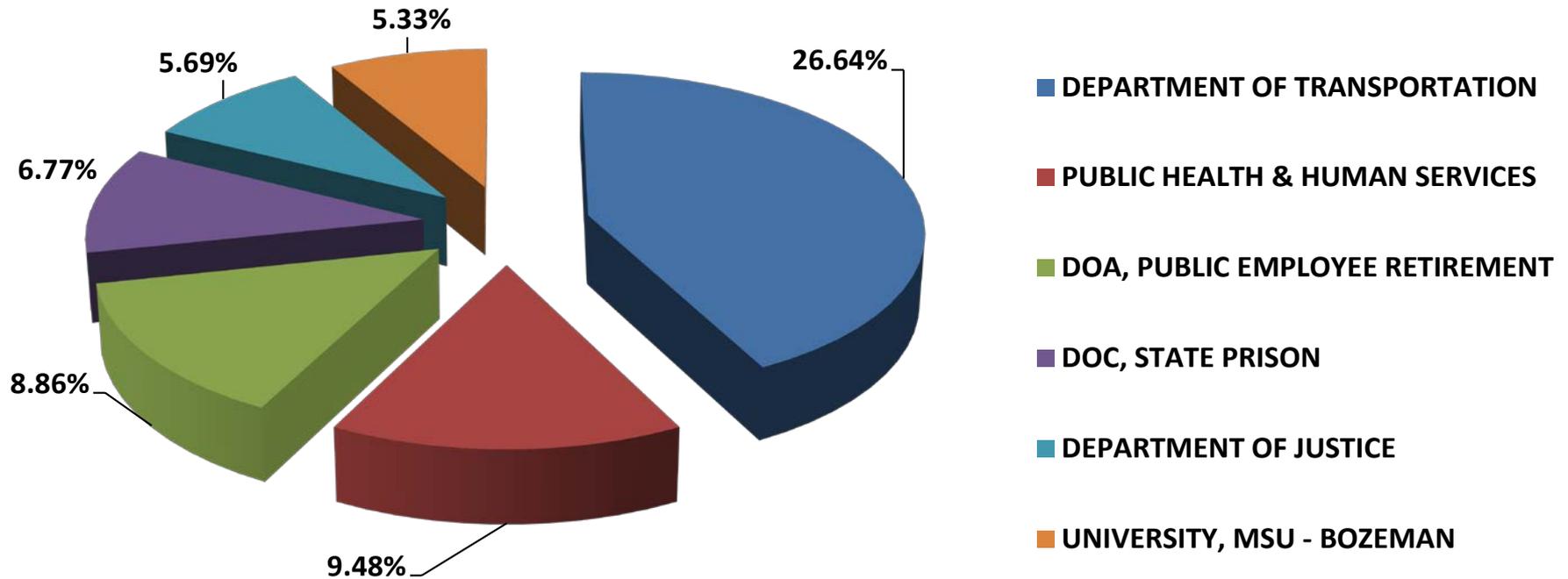
General Liability Insurance Program



Top 6 ~ % of General Liability Claims



Top 6 ~ % of General Liability Incurred

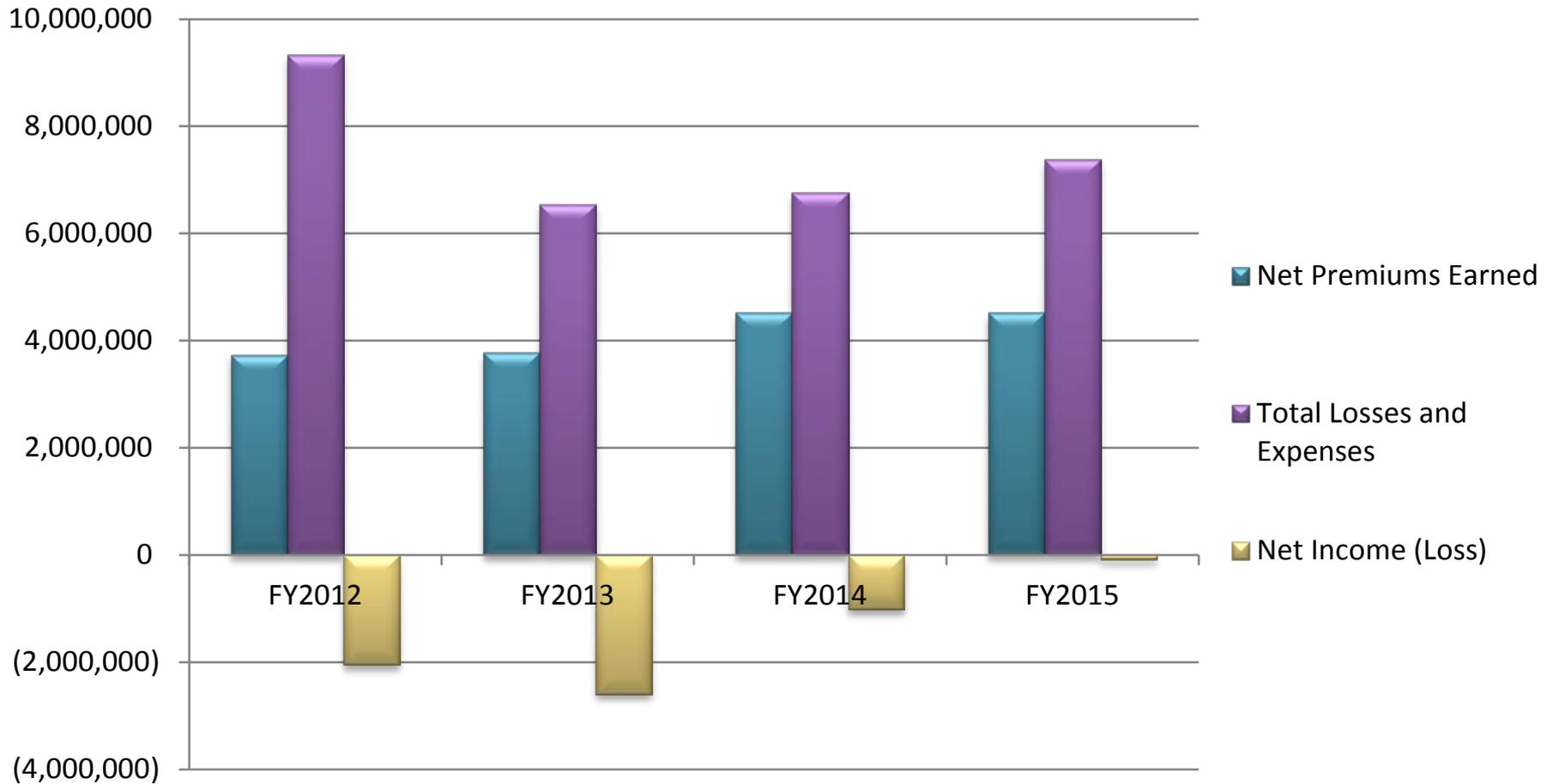


General Liability Loss Cost Handout

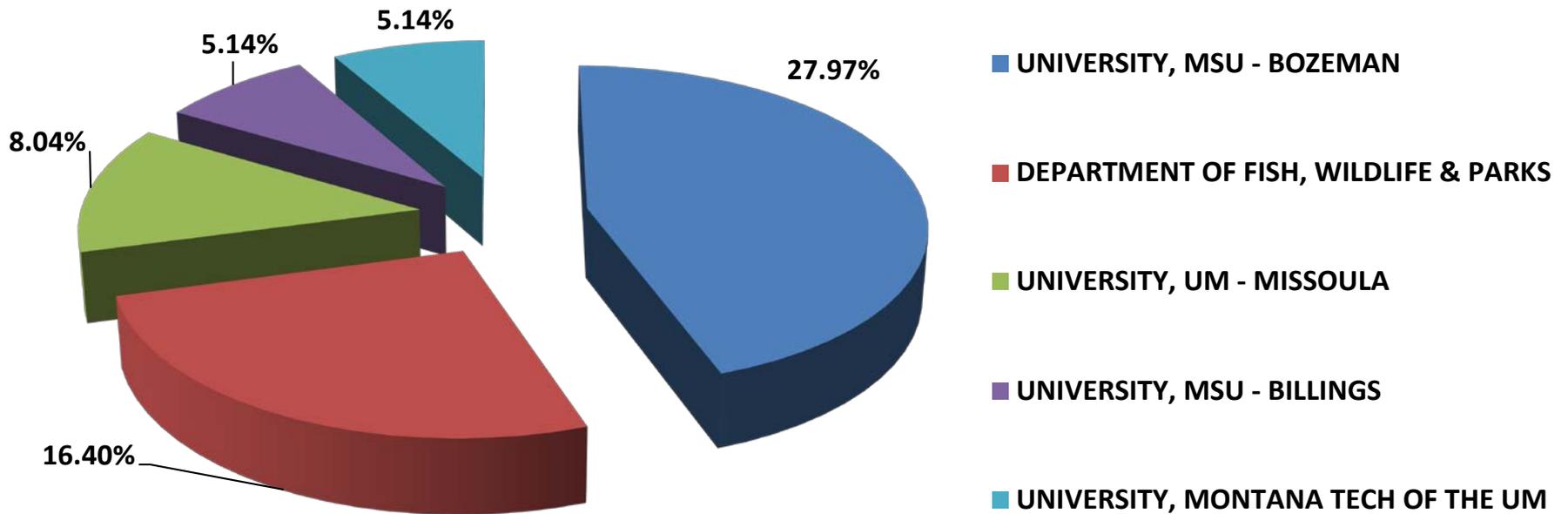
General Liability
Total Losses Incurred by Agency - FY2011 through FY2015

REF	SUBDIVISION	FTEs	# CLAIMS	\$ INCURRED	FREQUENCY (Claims/100 FTE)	SEVERITY (\$Inc./Claim)	LOSS RATE (\$Inc./100FTE)
1	AUDITORS OFFICE	442.70	1	5.0	0.23	5.0	5.0
2	BOARD OF PUBLIC EDUCATION	20.00	1	0	5.00	0	0
3	COMMISSIONER OF POLITICAL PRACTICES	32.00	8	43,812	25.00	5,476	136,912
4	DEPARTMENT OF ADMINISTRATION (DOA)	2,740.41	4	38,370	0.15	9,592	1,400
5	DOA, OFFICE OF PUBLIC DEFENDER	1,108.83	12	48,204	1.08	4,017	4,347
6	DOA, PUBLIC EMPLOYEE RETIREMENT	228.00	18	730,964	7.89	40,609	320,598
7	DOA, STATE FUND	1,468.25	7	269,679	0.48	38,526	18,367
8	DOA, TEACHER'S RETIREMENT	91.90	0	0	0.00	0	0
9	DEPARTMENT OF AGRICULTURE	666.10	1	0	0.15	0	0
10	DEPARTMENT OF COMMERCE	1,028.77	3	364,663	0.29	121,555	35,447
11	DEPARTMENT OF COMMERCE, HERITAGE	90.00	1	0	1.11	0	0
12	DEPARTMENT OF CORRECTIONS (DOC)	1,892.07	47	209,929	2.48	4,467	11,095
13	DOC, BOARD OF PARDONS	50.99	5	26,244	9.88	5,249	51,876
14	DOC, PINE HILLS YOUTH CORRECTIONAL FACILITY	632.63	0	0	0.00	0	0
15	DOC, PRISON INDUSTRIES	443.28	0	0	0.00	0	0
16	DOC, RIVERSIDE YOUTH CORRECTIONS	138.83	0	0	0.00	0	0
17	DOC, STATE PRISON	3,133.32	107	318,819	3.41	5,223	17,822
18	DOC, TREASURE STATE CORRECTIONS	136.55	1	0	0.73	0	0
19	DOC, WOMEN'S CORRECTIONAL CENTER	371.28	6	102,924	1.62	17,154	27,721
20	DEPARTMENT OF ENVIRONMENTAL QUALITY	2,422.84	11	180,386	0.45	16,417	7,453
21	DEPARTMENT OF FISH, WILDLIFE & PARKS	4,013.56	20	131,142	0.50	6,557	3,267
22	DEPARTMENT OF JUSTICE	4,138.31	41	469,697	0.99	11,456	11,350
23	DEPARTMENT OF JUSTICE, CRIME CONTROL	91.00	1	1,211	1.10	1,215	1,335
24	DEPARTMENT OF LABOR & INDUSTRY	4,601.96	9	76,740	0.20	8,527	1,668
25	DEPARTMENT OF LIVESTOCK	721.61	1	49,334	0.69	9,867	6,837
26	DEPARTMENT OF MILITARY AFFAIRS	1,086.39	8	307,718	0.74	38,215	28,141
27	DEPARTMENT OF NATURAL RESOURCES (DNRC)	2,943.41	6	6,282	0.20	1,047	213
28	DNRC, SWAN RIVER FOREST CAMP	0.00	0	0	0.00	0	0
29	DEPARTMENT OF REVENUE	3,401.45	7	32,783	0.21	7,540	1,552
30	DEPARTMENT OF TRANSPORTATION	11,280.93	1,044	2,198,766	9.25	2,106	19,491
31	GOVERNOR'S OFFICE	296.10	0	0	0.00	0	0
32	HISTORICAL SOCIETY	343.56	0	0	0.00	0	0
33	LEGISLATIVE BRANCH	932.66	0	0	0.00	0	0
34	LEGISLATIVE BRANCH, CONSUMER COUNSEL	77.70	0	0	0.00	0	0
35	MONTANA ARTS COUNCIL	40.98	0	0	0.00	0	0
36	MONTANA STATE LIBRARY	221.47	0	0	0.00	0	0
37	OFFICE OF PUBLIC INSTRUCTION	1,093.07	3	0	0.27	0	0
38	PUBLIC HEALTH & HUMAN SERVICES (PHHS)	9,254.68	25	782,243	0.27	31,290	8,452
39	PHHS, MENTAL HEALTH NURSING CENTER	883.48	1	22,356	0.11	22,356	2,530
40	PHHS, MONTANA CHEMICAL DEPENDENCY CTR	318.12	0	0	0.00	0	0
41	PHHS, MONTANA DEVELOPMENTAL CENTER	1,399.90	35	301,456	2.50	8,613	21,534
42	PHHS, STATE HOSPITAL	2,381.77	2	117,312	0.21	23,502	4,934
43	PHHS, VETERANS' HOME - COLUMBIA FALLS	871.10	2	120,201	0.23	60,100	13,799
44	PHHS, VETERANS' HOME - GLENDIVE	4.88	0	0	0.00	0	0
45	PUBLIC SERVICE REGULATION (COMMISSION)	213.71	2	13	0.94	6	6
46	SECRETARY OF STATE	292.46	1	0	0.34	0	0
47	BOARD OF ED, SCHOOL FOR THE DEAF & BLIND	443.42	0	0	0.00	0	0
48	SUPREME COURT - JUDICIARY	2,143.33	24	43,348	1.12	1,806	2,022
49	UNIVERSITY, HIGHER EDUCATION	521.15	1	0	0.19	0	0
50	UNIVERSITY, HELENA COLLEGE UM	383.73	1	16,062	0.85	3,212	2,742
51	UNIVERSITY, MSU - BILLINGS	3,140.12	9	28,290	0.29	3,143	901
52	UNIVERSITY, MSU - BOZEMAN	15,936.31	58	439,638	0.36	7,580	2,759
53	UNIVERSITY, MSU - BOZEMAN, AG EXPT.	1,074.78	0	0	0.00	0	0
54	UNIVERSITY, MSU - BOZEMAN, EXT SERV.	646.15	0	0	0.00	0	0
55	UNIVERSITY, MSU - BOZEMAN, FIRE TRNG.	41.57	0	0	0.00	0	0
56	UNIVERSITY, MSU - NORTHERN	1,248.71	7	1,737	0.56	251	141
57	UNIVERSITY, MONTANA TECH OF THE UM	2,779.82	7	173,151	0.25	24,736	6,229
58	UNIVERSITY, GREAT FALLS COLLEGE MSU	890.02	0	0	0.00	0	0
59	UNIVERSITY, UM - MISSOULA	14,847.79	41	342,193	0.28	8,346	2,303
60	UNIVERSITY, UM - MISSOULA, FOREST./CONS	0.00	1	66	0.00	66	0
61	UNIVERSITY, WESTERN MONTANA	1,167.34	4	0	0.34	0	0
	TOTAL	113,493.87	1,605	8,234,180	1.41	5,143	7,273

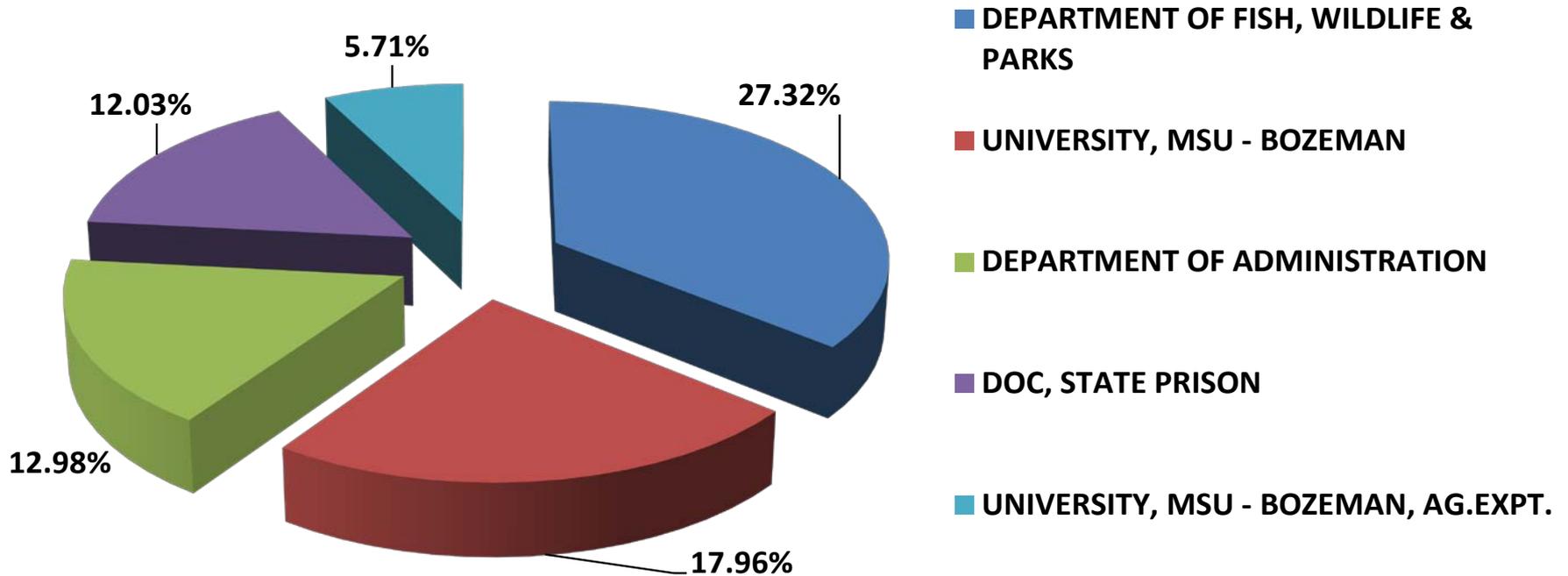
Property Insurance Program



Top 5 ~ % of Property Claims



Top 5 ~ % of Property Incurred



Property Loss Cost Handout

Property Total Losses Incurred by Agency - FY2011 through FY2015

REF	SUBDIVISION	TIV* (2000)	# CLAIMS	\$ INCURRED	FREQUENCY (Claims / \$1M VAL)	SEVERITY (\$inc./Claim)	LOSS RATE (\$inc./100VAL)
1	AUDITORS OFFICE	3,412	0	0	0.000	0	0.000
2	BOARD OF PUBLIC EDUCATION	131	0	0	0.000	0	0.000
3	COMMISSIONER OF POLITICAL PRACTICES	-	0	0	0.000	0	0.000
4	CONSENSUS COUNCIL	-	0	0	0.000	0	0.000
5	DEPARTMENT OF ADMINISTRATION (DOA)	2,042,307	6	811,484	2,938	135,247	39,734
6	DOA OFFICE OF PUBLIC DEFENDER	18,727	0	0	0.000	0	0.000
7	DOA PUBLIC EMPLOYEE RETIREMENT	3,578	1	0	279,486	0	0.000
8	DOA STATE FUND	184,438	3	0	16,264	0	0.000
9	DOA TEACHER'S RETIREMENT	-	0	0	0.000	0	0.000
10	DEPARTMENT OF AGRICULTURE	20,853	0	0	0.000	0	0.000
11	DEPARTMENT OF COMMERCE	143,634	4	780	27,845	195	0,543
12	DEPARTMENT OF COMMERCE, HERITAGE	161,332	1	0	6,191	0	0.000
13	DEPARTMENT OF CORRECTIONS (DOC)	84,934	2	47,488	23,548	23,744	55,911
14	DOC BOARD OF PARDONS	436	0	0	0.000	0	0.000
15	DOC, PINE HILLS YOUTH CORRECTIONAL FACILITY	113,657	1	13,010	8,798	13,010	11,446
16	DOC, PRISON INDUSTRIES	188,362	0	0	0.000	0	0.000
17	DOC, RIVERSIDE YOUTH CORRECTIONS	34,251	1	94,791	29,193	94,291	275,262
18	DOC STATE PRISON	499,784	3	752,173	6,003	250,724	150,500
19	DOC, TREASURE STATE CORRECTIONS	22,097	0	0	0.000	0	0.000
20	DOC, WOMEN'S CORRECTIONAL CENTER	142,483	0	0	0.000	0	0.000
21	DEPARTMENT OF ENVIRONMENTAL QUALITY	30,114	1	141,806	33,207	141,806	470,898
22	DEPARTMENT OF FISH, WILDLIFE & PARKS	422,326	51	1,708,393	120,760	33,502	404,568
23	DEPARTMENT OF JUSTICE	199,268	12	214,632	60,220	17,888	107,720
24	DEPARTMENT OF JUSTICE, CRIME CONTROL	328	0	0	0.000	0	0.000
25	DEPARTMENT OF LABOR & INDUSTRY	91,843	7	42,344	76,217	6,078	46,323
26	DEPARTMENT OF LIVESTOCK	3,737	3	22,137	802,783	7,386	592,911
27	DEPARTMENT OF MILITARY AFFAIRS	701,837	6	14,129	8,549	2,355	2,013
28	DEPARTMENT OF NATURAL RESOURCES (DNRC)	273,110	1	23,997	18,308	4,799	8,787
29	DNRC, SWAN RIVER FOREST CAMP	19,943	0	0	0.000	0	0.000
30	DEPARTMENT OF REVENUE	132,732	1	6,881	7,534	6,881	5,184
31	DEPARTMENT OF TRANSPORTATION	1,000,393	11	93,587	10,996	8,508	9,355
32	GOVERNOR'S OFFICE	-	0	0	0.000	0	0.000
33	HISTORICAL SOCIETY	38,621	1	14,577	25,893	14,577	37,744
34	LEGISLATIVE BRANCH	18,254	0	0	0.000	0	0.000
35	LEGISLATIVE BRANCH, CONSUMER COUNSEL	629	0	0	0.000	0	0.000
36	MONTANA ARTS COUNCIL	352	0	0	0.000	0	0.000
37	MONTANA STATE LIBRARY	12,050	1	0	82,988	0	0.000
38	OFFICE OF PUBLIC INSTRUCTION	4,784	0	0	0.000	0	0.000
39	PUBLIC HEALTH & HUMAN SERVICES (PHHS)	263,640	4	16,779	15,058	4,190	6,309
40	PHHS, MENTAL HEALTH NURSING CENTER	50,880	0	0	0.000	0	0.000
41	PHHS, MONTANA CHEMICAL DEPENDENCY CTR	2,314	0	0	0.000	0	0.000
42	PHHS, MONTANA DEVELOPMENTAL CENTER	177,817	1	14,538	5,624	14,538	8,176
43	PHHS, STATE HOSPITAL	250,226	0	0	0.000	0	0.000
44	PHHS, VETERANS' HOME - COLUMBIA FALLS	93,013	1	0	10,751	0	0.000
45	PHHS, VETERANS' HOME - GLENDIVE	42,396	4	10,081	93,906	2,520	23,665
46	PUBLIC SERVICE REGULATION (COMMISSION)	2,659	0	0	0.000	0	0.000
47	SECRETARY OF STATE	3,362	0	0	0.000	0	0.000
48	BOARD OF ED. SCHOOL FOR THE DEAF & BLIND	111,642	1	43,713	8,957	43,713	39,155
49	SUPREME COURT - JUDICIARY	48,340	0	0	0.000	0	0.000
50	UNIVERSITY, HIGHER EDUCATION	2,601	0	0	0.000	0	0.000
51	UNIVERSITY, HELENA COLLEGE UM	240,364	2	3,421	8,314	1,727	1,436
52	UNIVERSITY, MSU - BILLINGS	1,169,367	16	122,101	13,683	7,631	10,442
53	UNIVERSITY, MSU - BOZEMAN	6,127,777	87	1,122,830	13,267	12,906	17,122
54	UNIVERSITY, MSU - BOZEMAN, AG EXPT.	228,117	13	357,290	56,988	27,484	156,626
55	UNIVERSITY, MSU - BOZEMAN, EXT SERV.	3,743	0	0	0.000	0	0.000
56	UNIVERSITY, MSU - BOZEMAN, FIRE TRNG.	1,438	0	0	0.000	0	0.000
57	UNIVERSITY, MSU - NORTHERN	340,667	12	43,203	22,195	3,600	7,991
58	UNIVERSITY, MONTANA TECH OF THE UM	1,030,430	16	194,987	15,232	12,187	18,562
59	UNIVERSITY, GREAT FALLS COLLEGE MSU	307,962	2	0	6,494	0	0.000
60	UNIVERSITY, UM - MISSOULA	3,400,146	23	300,764	4,630	12,031	5,570
61	UNIVERSITY, UM - MISSOULA, FOREST /CONS	-	0	0	0.000	0	0.000
62	UNIVERSITY, WESTERN MONTANA	180,847	6	21,338	10,330	3,560	3,677
	TOTAL	23,748,203	311	6,233,230	13,096	20,107	26,331

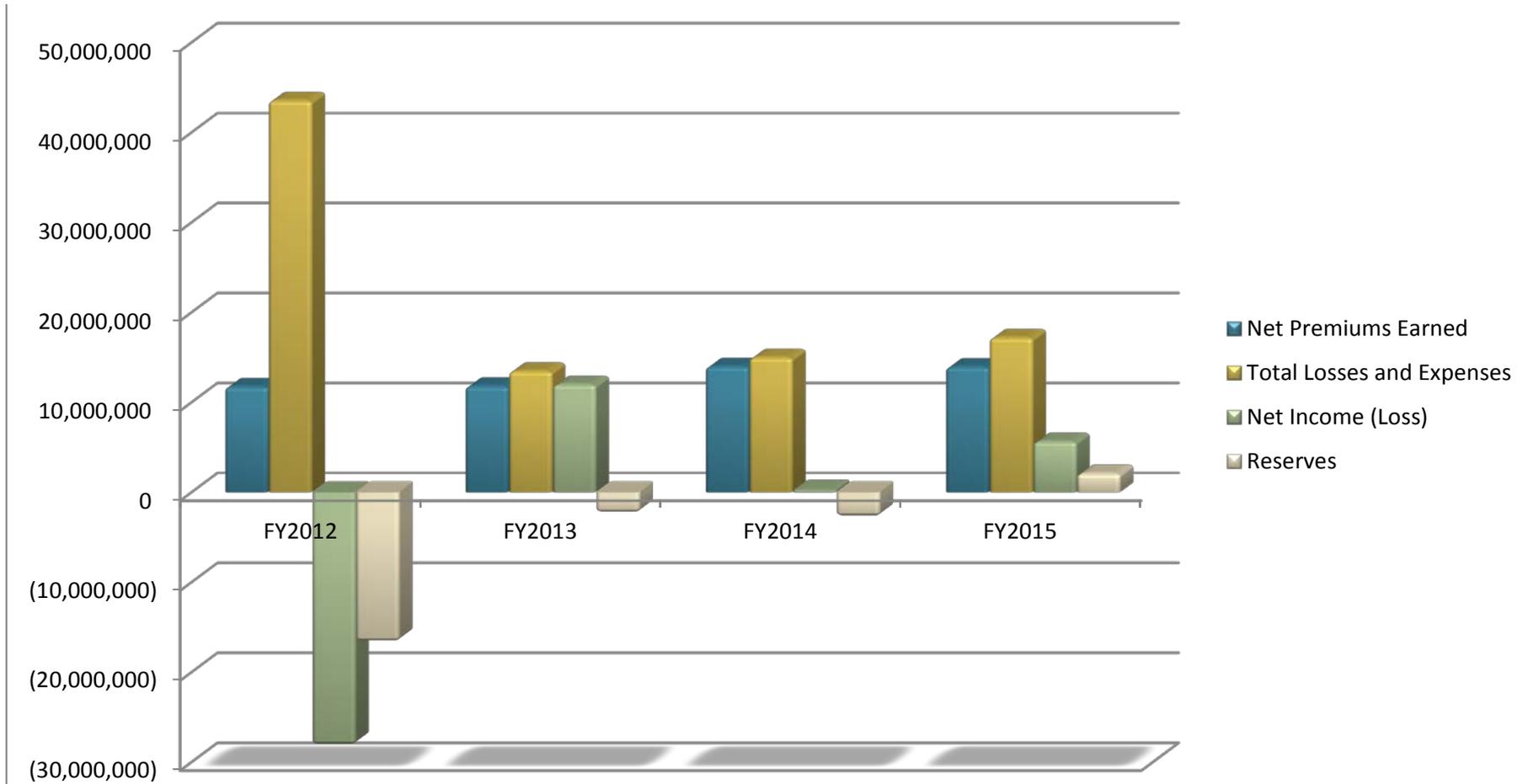
* TIV is Total Insured Values.



Property/Casualty Insurance Fund

	FY2012	FY2013	FY2014	FY2015
Net Premiums Earned	11,726,818	11,778,212	13,969,094	13,926,531
Losses Incurred	36,367,067	5,943,809	6,236,027	6,952,321
Loss Expenses Incurred	2,251,389	2,053,918	2,366,296	3,028,171
Operations	2,064,298	2,379,616	3,043,678	3,527,066
Commercial Insurance Premiums	2,848,769	3,073,679	3,326,604	3,666,718
Total Losses and Expenses	43,531,523	13,451,021	14,972,604	17,174,276
Net Income (Loss) Before Investments	(31,804,705)	(1,672,810)	(1,003,511)	(3,247,745)
Net Investment Income Earned	29,425	13,526	23,869	22,634
Supplemental Appropriation	0	13,400,000	0	6,000,000
Insurance Recoveries	3,622,467	230,749	1,267,011	2,867,011
Net Income (Loss)	(28,152,812)	11,971,465	287,370	5,641,899
Prior Years Assets	32,031,223	3,509,251	15,436,173	16,001,914
Total Assets	3,509,251	15,436,173	16,001,914	19,815,021
Non-Claim Liabilities	876,000	873,000	1,213,000	2,276,000
Claims Liabilities	19,296,543	16,909,481	17,550,914	15,444,021
Total Liabilities	20,172,543	17,782,481	18,763,914	17,720,021
Reserves	(16,663,000)	(2,346,308)	(2,762,000)	2,095,000

Property/Casualty Insurance Fund



Questions & Answers

Brett E. Dahl, Administrator
Risk Management and Tort Defense Division
444-3687
bdahl@mt.gov



Loss Prevention

Mike Anderson



Loss Mitigation Expense Program

Loss Mitigation Expense Application Form

Risk Management & Tort Defense Division
Department of Administration

Purpose & General Provisions:

Risk Management & Tort Defense Division (RMTD) offers loss mitigation expense funds to state agencies and universities for projects, equipment, or training that may reduce the likelihood or severity of future insured auto, aviation, liability, and property claims.

Requirements & Documentation:

There are two types of Loss Mitigation Expenses: Category I Expenses and Category II Expenses. Funds for Category I expenses will be offered by RMTD for emergencies where a loss is imminent and/or for emerging risks that may be potentially catastrophic. Approval for Category I Expenses is ongoing as situations arise.

Funds for Category II Expenses will be offered for non-emergency situations and then only after a Risk Management Committee has reviewed the request to determine if it is appropriate and applicable. To be eligible for approval for Category II Expense Funds, your agency must sign, date and return this application to Julie Ouzts at RMTD **by May 1st** with an explanation, including appropriate documentation as to how the approved expenditure will prevent/mitigate a loss.

If the funding is approved, the agency must:

1. comply with all appropriate state and federal regulations requesting bids and requiring contracts before the loss mitigation measure(s) commence;
2. submit an estimate to RMTD for approval before the loss mitigation measure(s) commence and
3. for payment before the fiscal year end, send invoices to RMTD no later than June 1st. RMTD will not transfer funds to state agencies/universities, but will pay contractor and supplier invoices directly

RMTD Responsibilities:

4. Review loss mitigation expense applications. A Risk Management Committee will approve or disapprove all applications for Category II expenditures based on significance of risk and fund availability.
5. Notify agencies representatives whether the loss expense application is approved or disapproved within 90 days. If approved, RMTD will establish the amount of the grant.
6. Pay invoices from suppliers.

Contact Julie Ouzts, RMTD, 444-0106, for additional information

~Application~

_____ hereby applies for funds under RMTD's Loss Mitigation Expense Program.
(State agency or university name)

Type of Request: Emergency - Category I New Category II Amended Category II \$Amount _____

Identify the risk of loss:

Potential range of costs associated with risk of loss (savings): \$ _____

Type of Potential Claim: Aviation Insured Auto Liability Property

Amount requested*: _____ Agency matching funds available: _____

*Please note: any amount requested over \$30,000 is subject to approval by the Office of Budget and Program Planning. If the actual project amount is different than the amount requested, the agency is still responsible for the matching funds stated above.

Provide detailed explanation of how funds will be spent to mitigate the risk of loss:

Additional documentation may be attached; however, explanations must be written above on the application.

Agency Signature

Date

RMTD Office use only

Date Application Received: _____ Date Application Reviewed: _____

Application: Approved by: _____ in amount of: _____ Denied

Category I funds: _____ Category II funds: _____

RMTD/Committee Signature _____ Date _____

If amount requested is over \$30,000:

DOA Director Signature _____ Date _____

OBPP Director Signature _____ Date _____

Training Classes Offered

Defensive
Driving



Training Classes Offered

Preventing
Distracted
Driving



Training Classes Offered

Winter
Driving



Training Classes Offered

Driver's
Safety for
Campuses



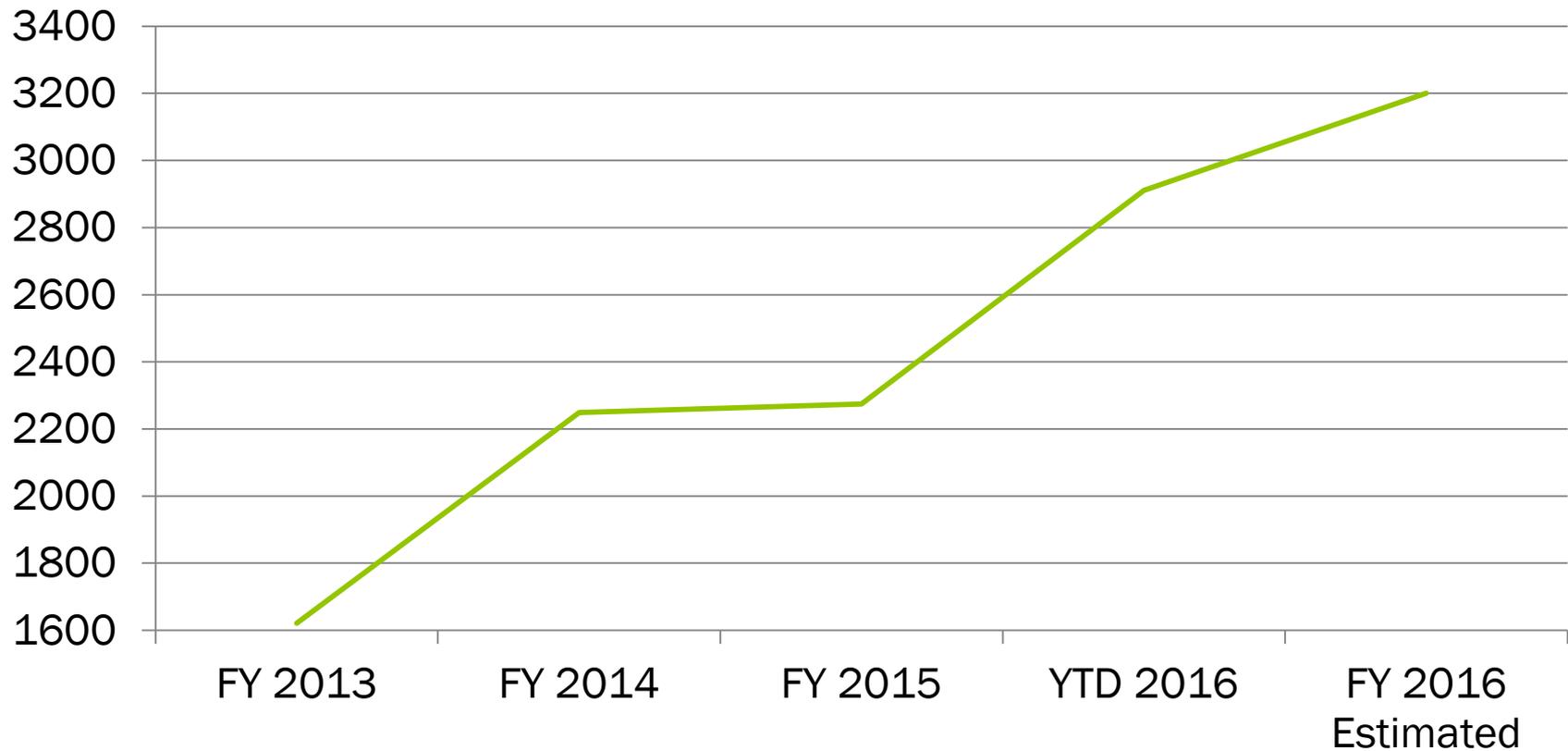
Training Classes Offered

Preventing
Workplace
Violence



Training Classes Offered

Students



Changes in Our Training Programs



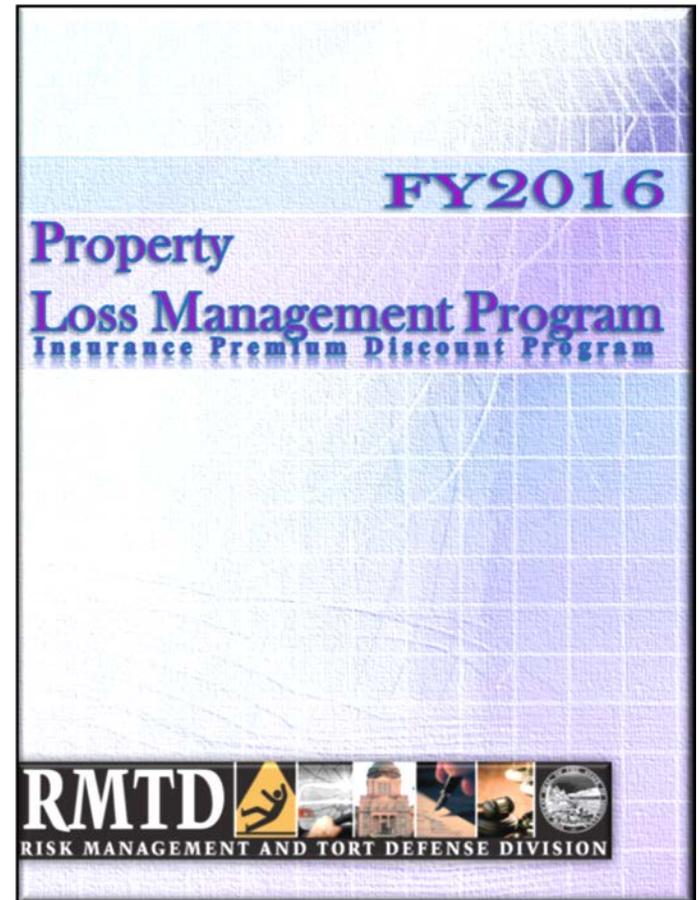
Loss Prevention

Aric Curtiss



Property Loss Management

- ▶ Current program concludes with submittal of program binders before June 1st.
- ▶ Total Property Insurance Premium Discount available this year = \$607,195
- ▶ Discounts will be applied to premium invoices to be sent in July.



Property Loss Management

- ▶ FY2017 program begins with fiscal year.
- ▶ Required Notice Of Election form is available.
- ▶ Required Notice Of Election form due by June 15th.

Notice of Election Form
FY 2017 Property Loss Management Insurance Premium Discount Program
Risk Management & Tort Defense Division
Department of Administration

Purpose & General Provisions:
 The Risk Management & Tort Defense Division (RMTD) offers a property insurance premium discount of up to 10% to state agencies and universities that establish and maintain a comprehensive and effective Property Loss Management Program. The discount shall be applied against the participant's budgeted property insurance premium in FY 2018.

Requirements and Documentation:
Premium discount of up to 10% will be based on participant's completion of the following during FY 2017:

- 1) *Deputy Agency Director, Vice President, Institutional Director (or equivalent position) must sign and return this Notice of Election form to Aric Curtiss, RMTD, by **June 15, 2016**. Participant's named contact will receive a Program Binder by July 15, 2016.
- 2) Review property claims activity and develop a plan to address the occurrence of property claims.
 - **By October 1, 2016**, assemble a panel to review your property claims activity report for the past four years identifying property loss management strategies to be enhanced through FY 2017 and beyond. Reference your Program Binder for required panel membership and instruction to obtain the required report.
 - Panel develops a basic plan to address the occurrence of property claims.
 - Panel members sign the reviewed report and plan, and submit both to Aric Curtiss, RMTD by **October 31, 2016**.
- 3) Submit the following written documentation to Aric Curtiss, RMTD, by **June 1, 2017**. Documentation should be organized within your Program Binder provided by RMTD.
 - Schedule of preventative maintenance completed for key buildings during FY 2017.
 - Checklists for self-inspections completed on key buildings during FY 2017.
 - Policies and procedures for hot works; impairment testing of fire protection equipment; pre-fire emergency planning; and cold weather precautions in force during FY 2017.
- 4) Submit blueprints, plans and specifications for renovations or new construction involving or affecting fire suppression systems within insured buildings.
- 5) Submit timely written response to recommendations contained in Property Loss Management letters issued by RMTD and/or its consultants. Responses must indicate that a reasonable effort to comply with recommendations is made.

~ Notice of Election ~

_____ hereby elects to participate in RMTD's FY 2017 Property Loss Management Insurance Premium Discount Program.

Our contact person for this program is _____, _____, _____.

(Name) (Title) (E-mail)

_____, _____, _____.

(Authorized* Signature) (Title) (Date)

Contact Aric Curtiss at 444-3486 or Acurtiss@mt.gov with any questions or for additional information.

Each participant will be notified of its eligibility for a discount by July 1, 2017 as indicated below:

RMTD USE

Discount Approved _____% Discount Disapproved

Comments: _____



Property Loss Management

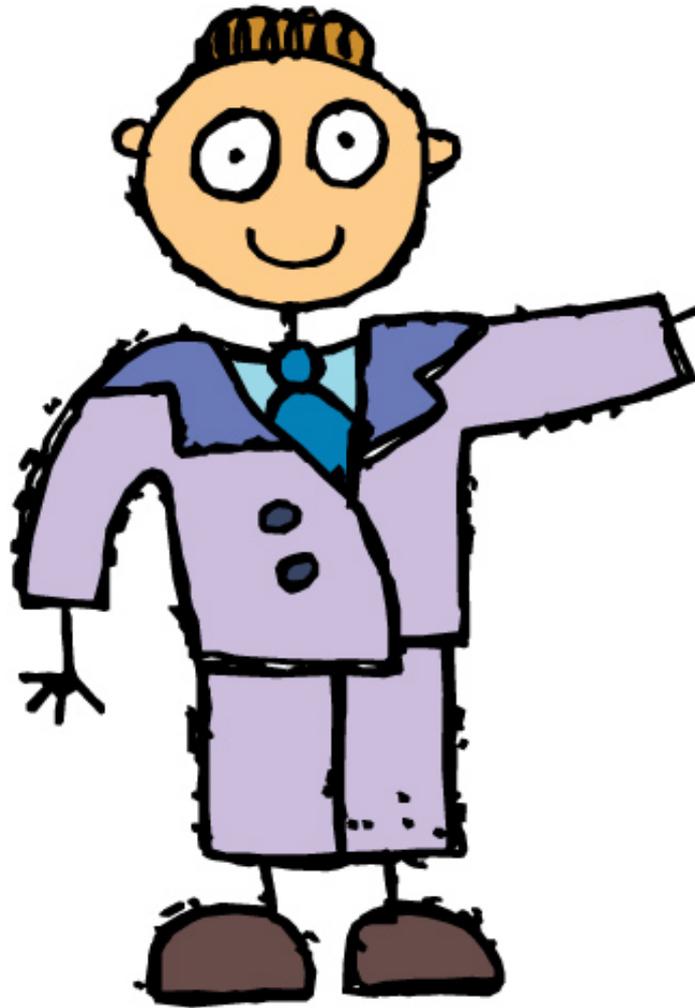
- ▶ Who can participate?
 - Any Agency, Campus, Institution, or Facility which is assessed a Commercial Property insurance premium may participate.

- ▶ How large of a premium discount can we receive?
 - Participants have opportunity to earn a discount equal to as much as 10% of their Commercial Property premium.
 - The value of this discount obviously varies by participant.
 - While budgets are not set for FY18, we anticipate about \$819,713 will be available through this program.

- ▶ What do we need to do to earn a discount?
 - Participants must establish and maintain a comprehensive and effective property loss management program.
 - See the Notice of Election form.
 - Once a Notice of Election is received your program contact person will receive a binder with additional details.

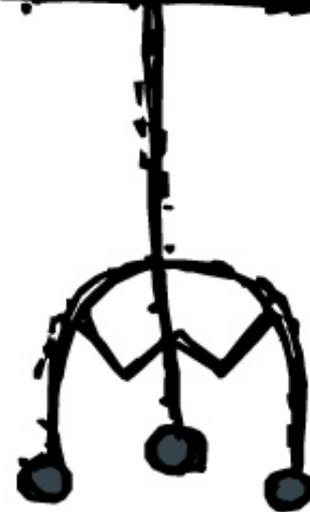
Inspections & Surveys

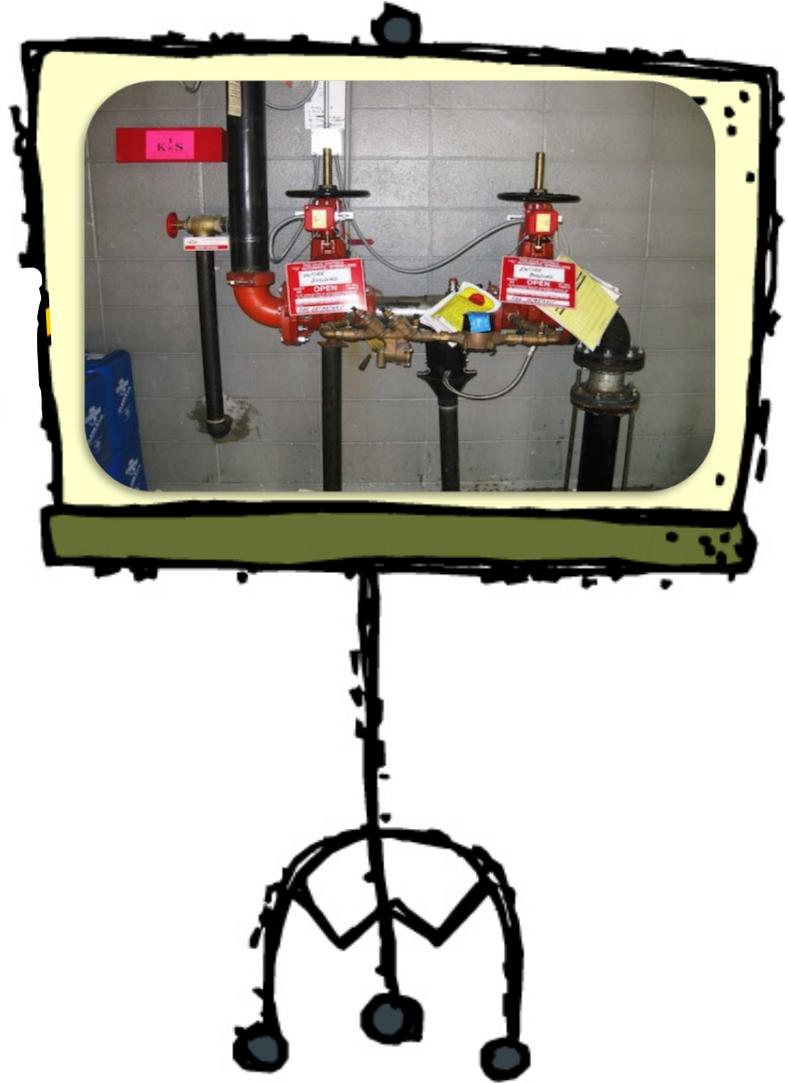




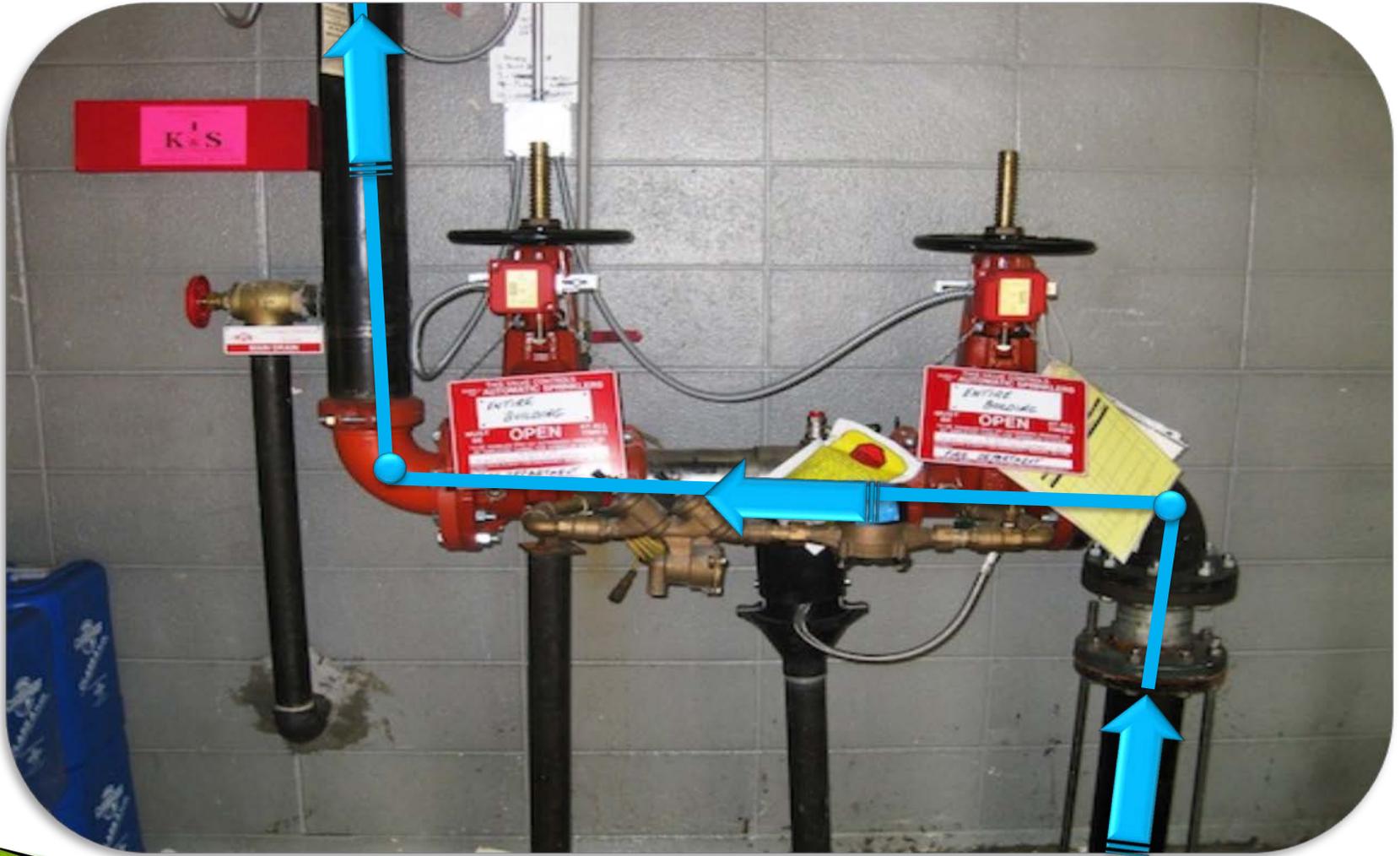
Lesson #1

Fire
Sprinkler
Control Valves

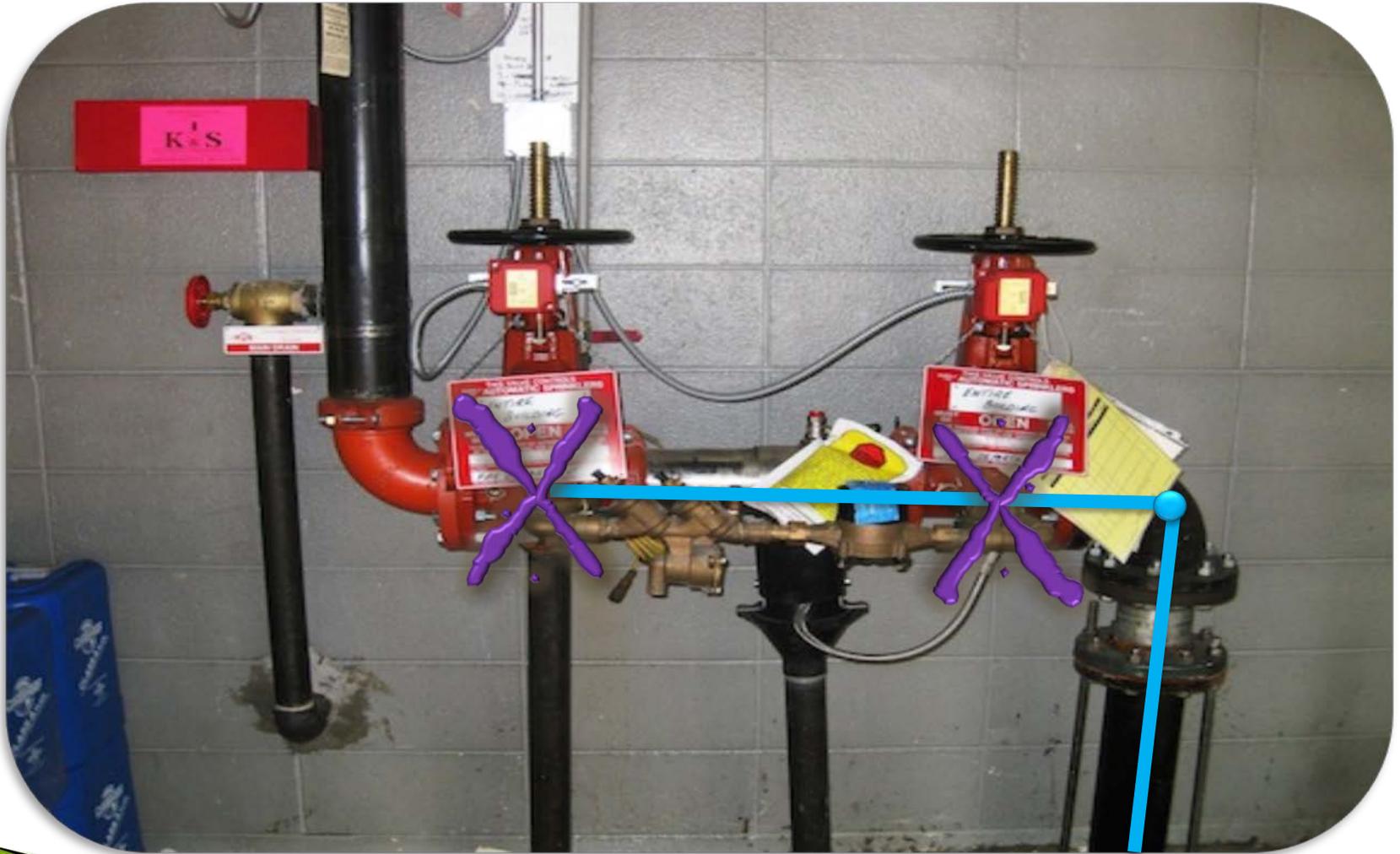


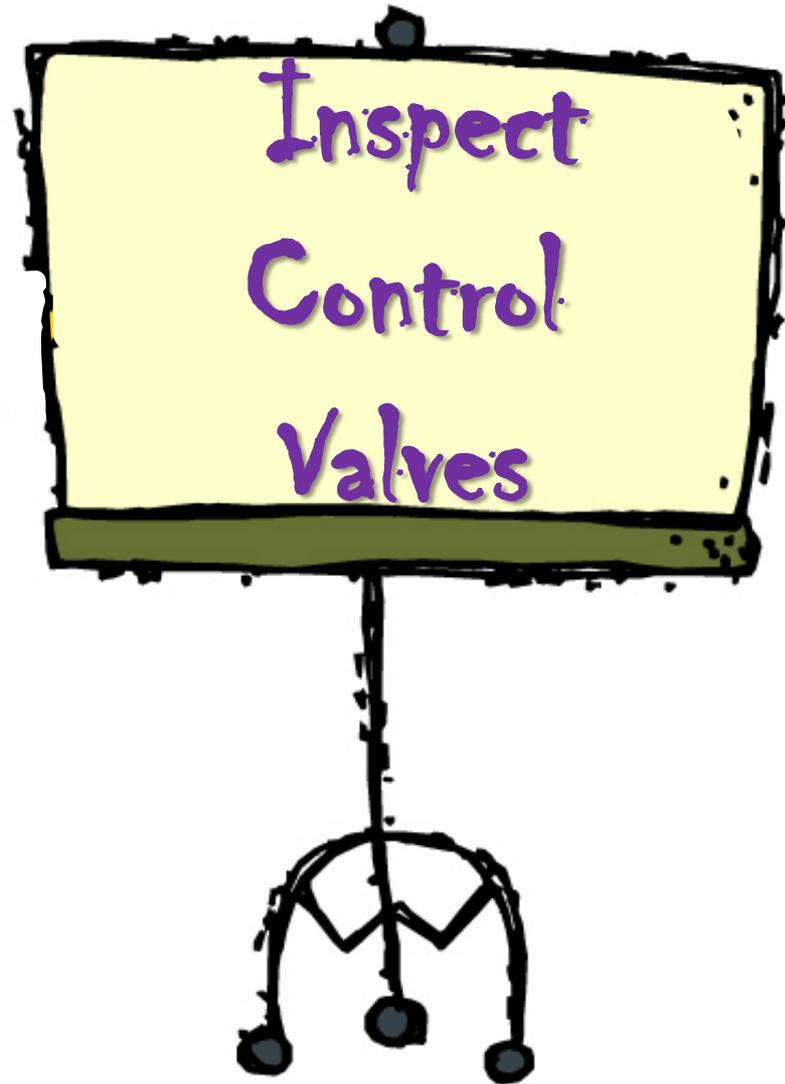
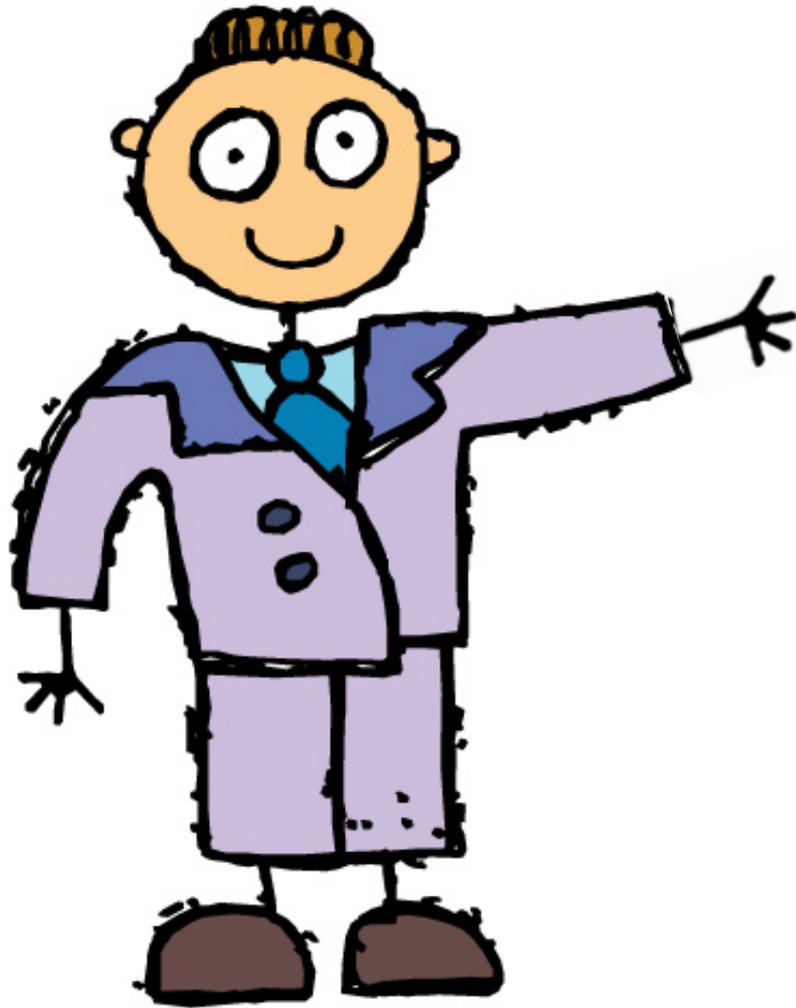


Fire Sprinkler System

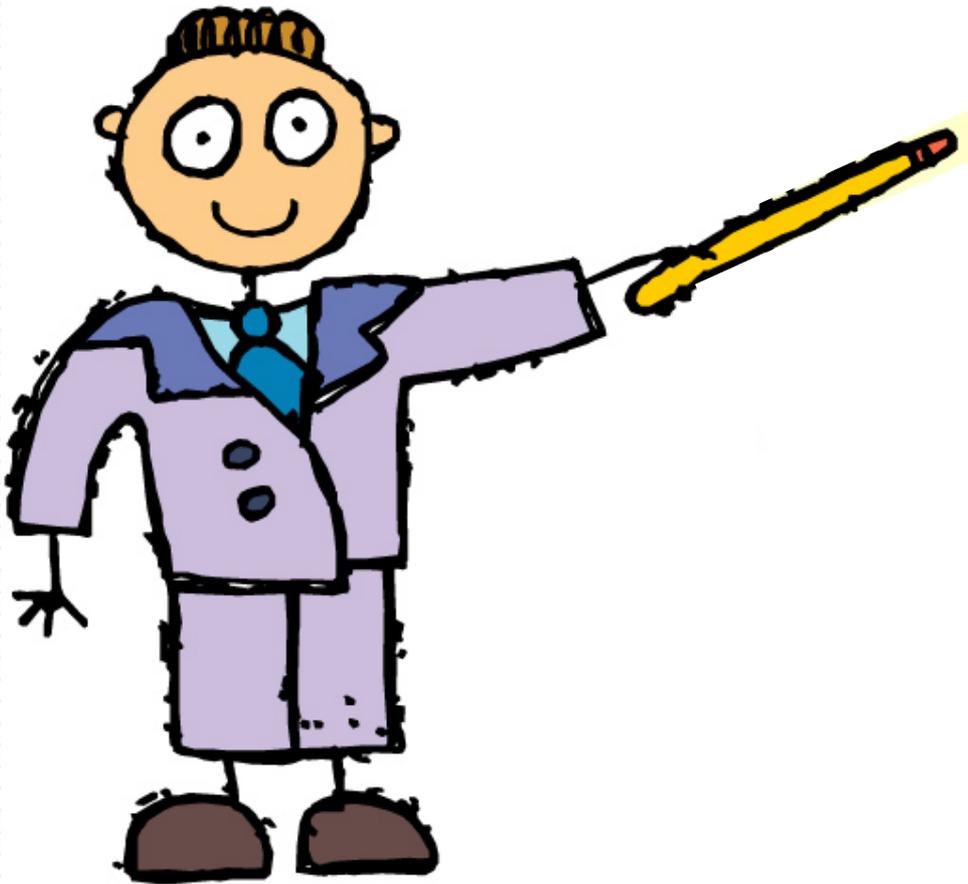


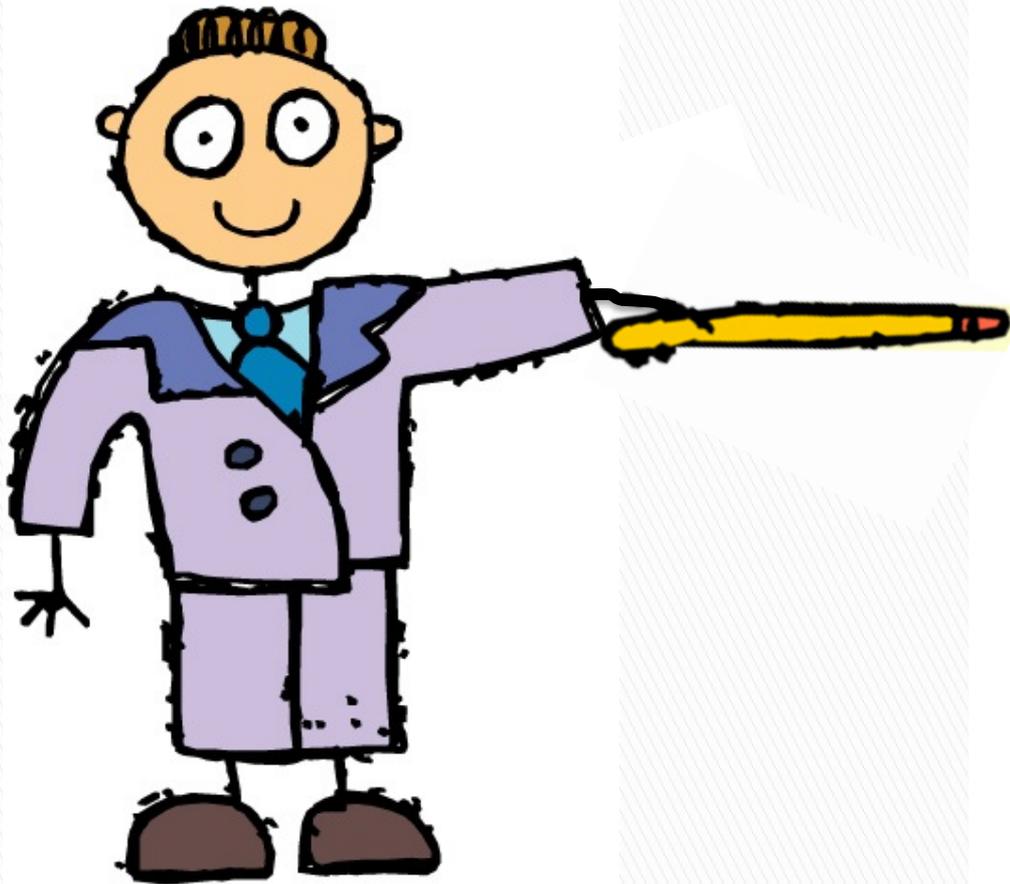
Fire Sprinkler System Control Valves





Any competent individual can visually assure each valve is open/closed as it should be.

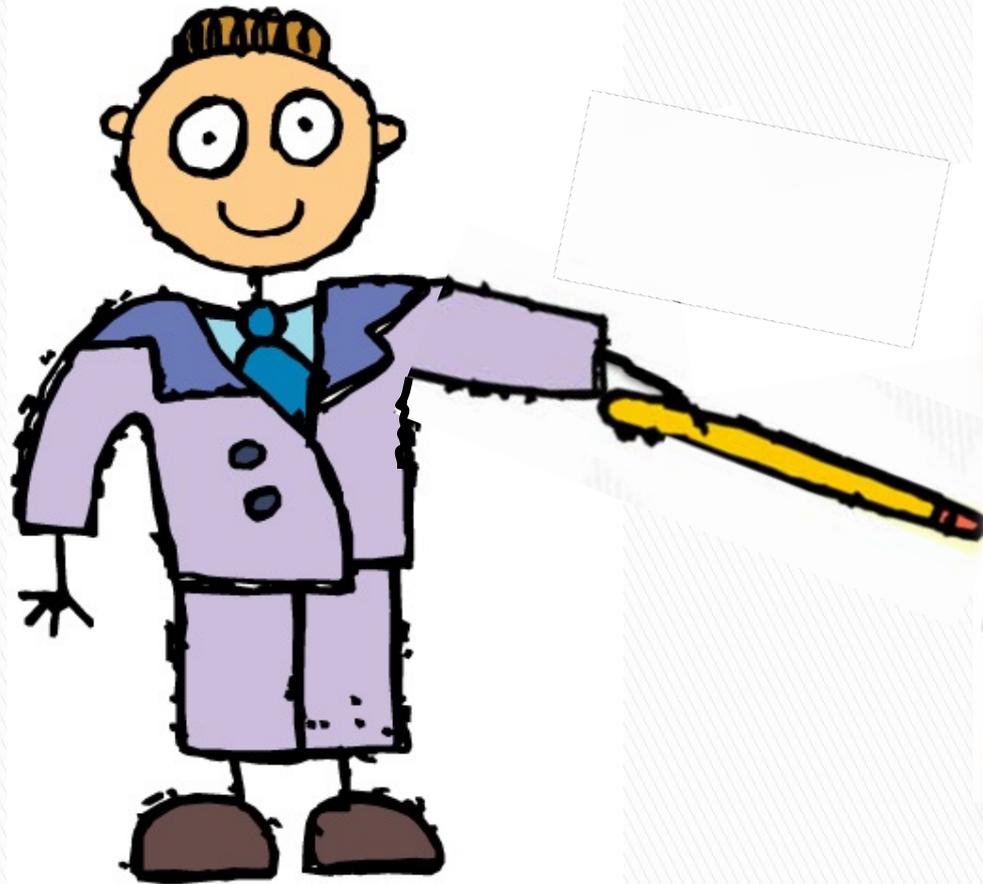




Each valve should be inspected regularly.
(Codes may specify monthly or weekly)

Most control valves
are Post Indicator
Valves (PIVs).

If you see the post,
the valve is open.



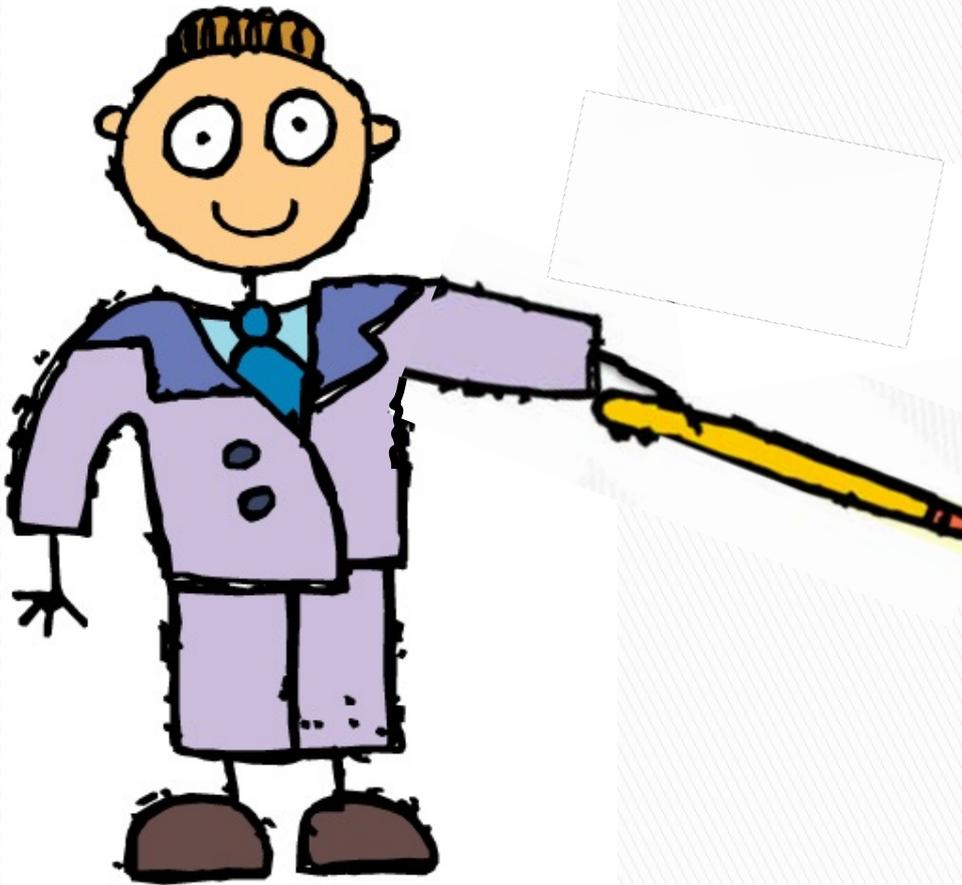


Lesson #2

Roll Up
Fire Doors



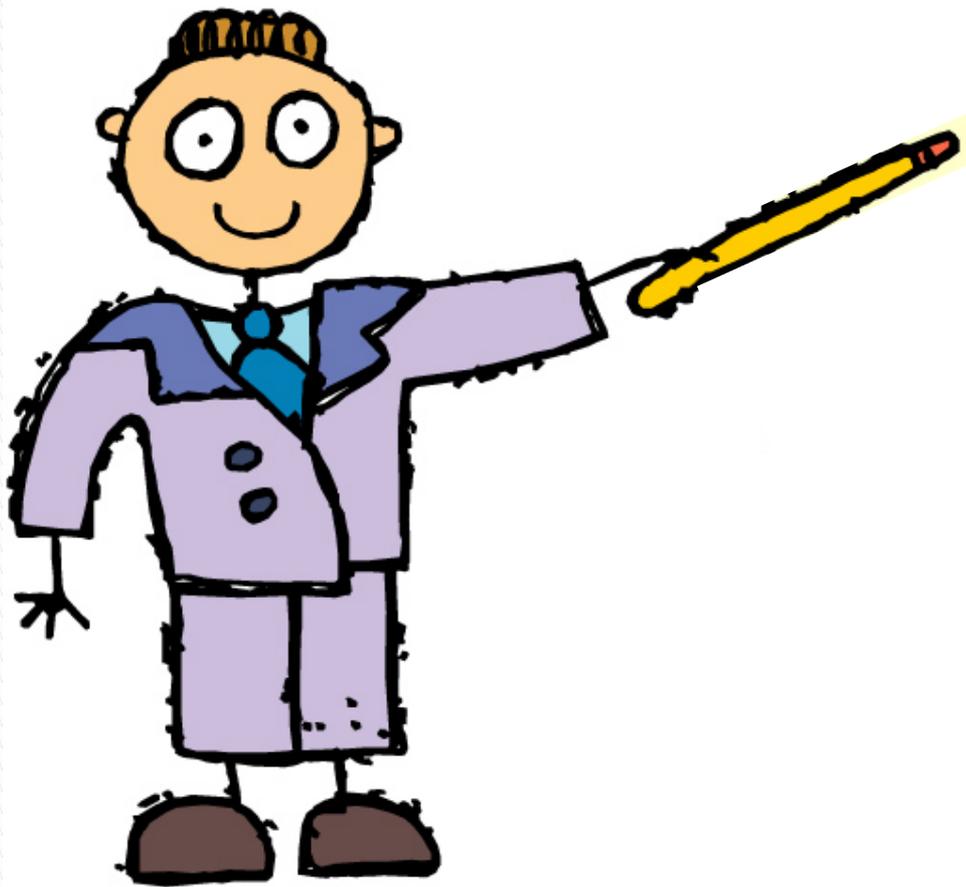
Commonly in corridors
or to separate areas
where free passage is
desired.





Might be incorporated
in shelving or file
units.

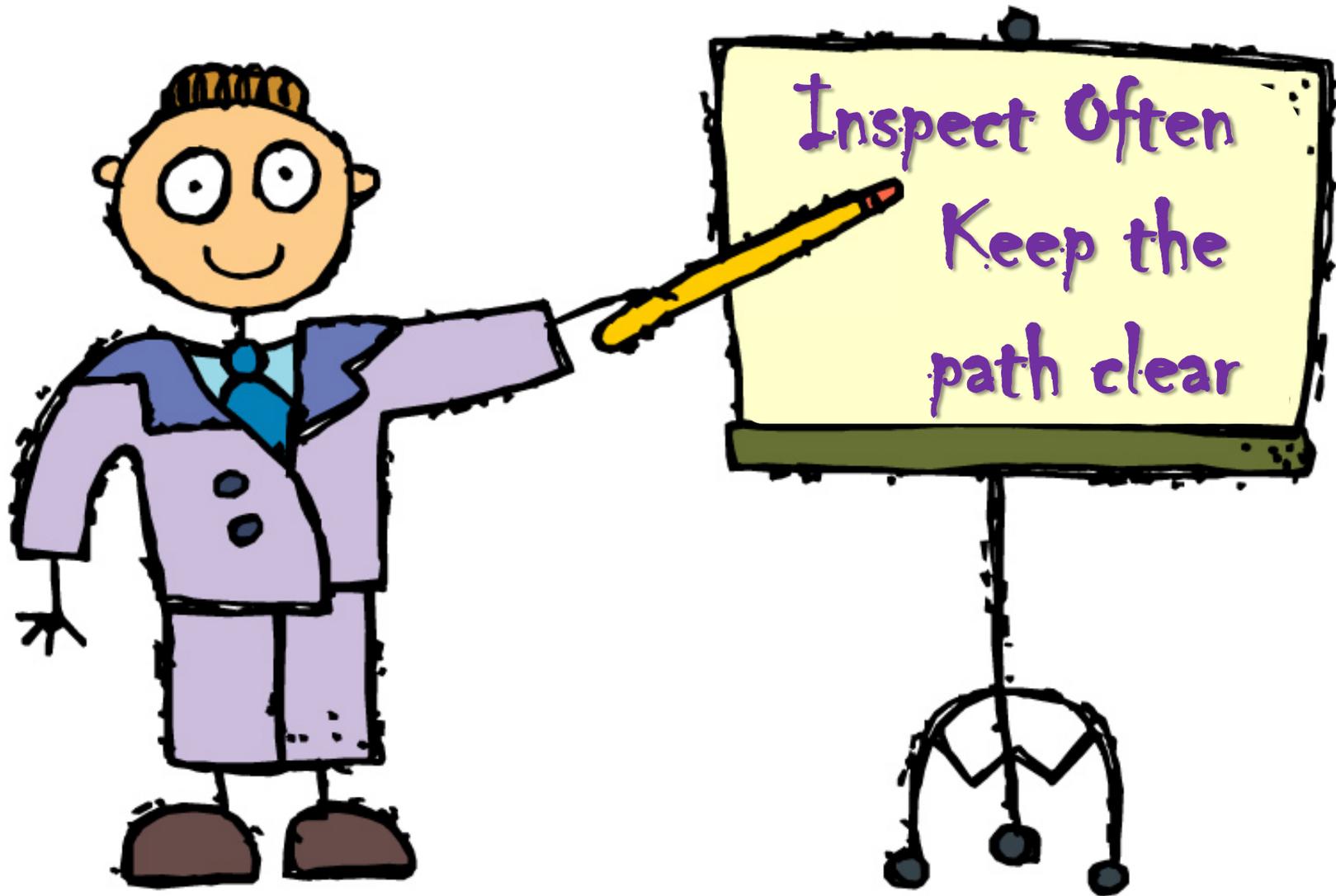




Might be at a service window and double for security.

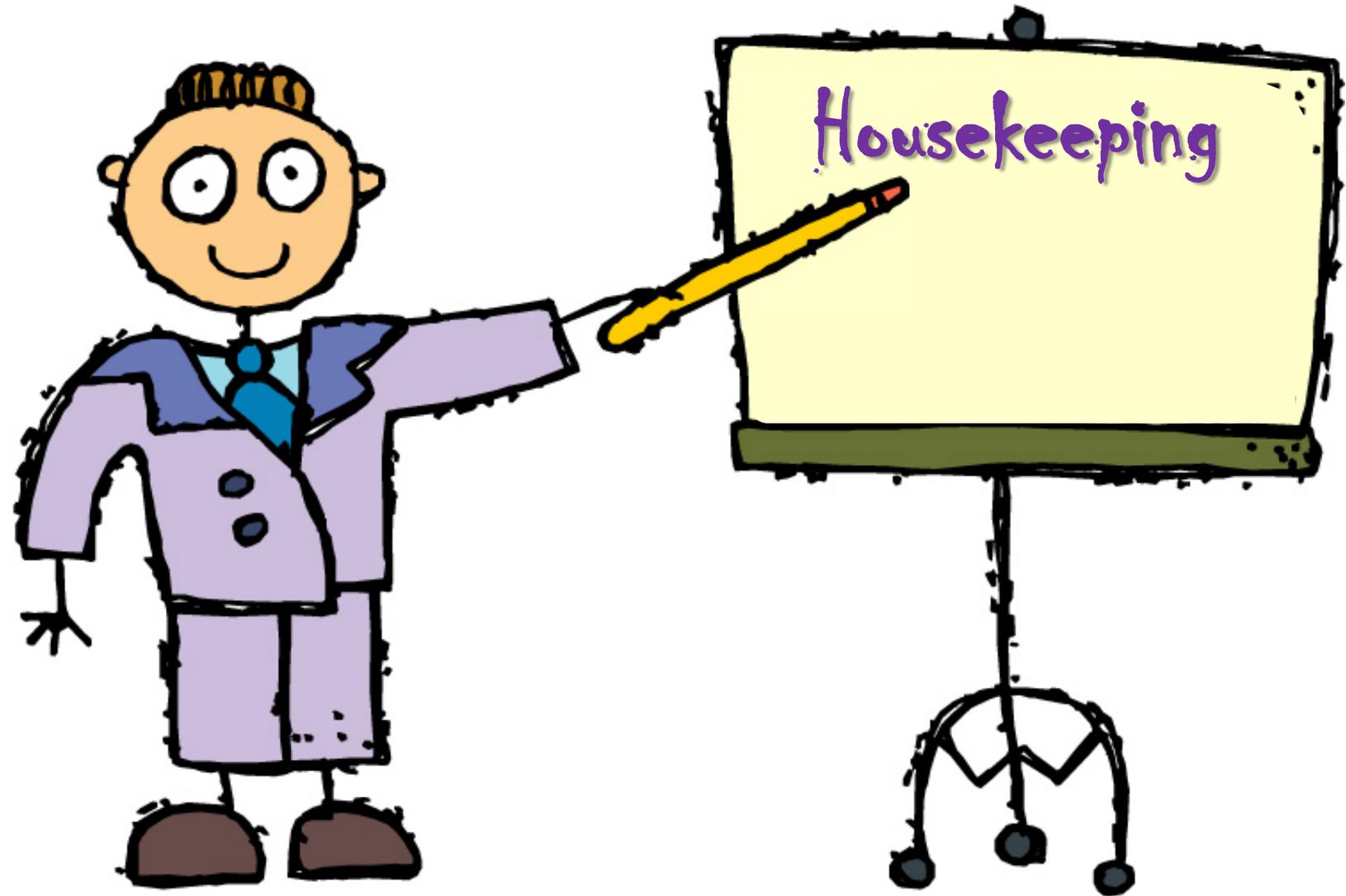
- ✓ Cafeterias
- ✓ Tellers
- ✓ Postal

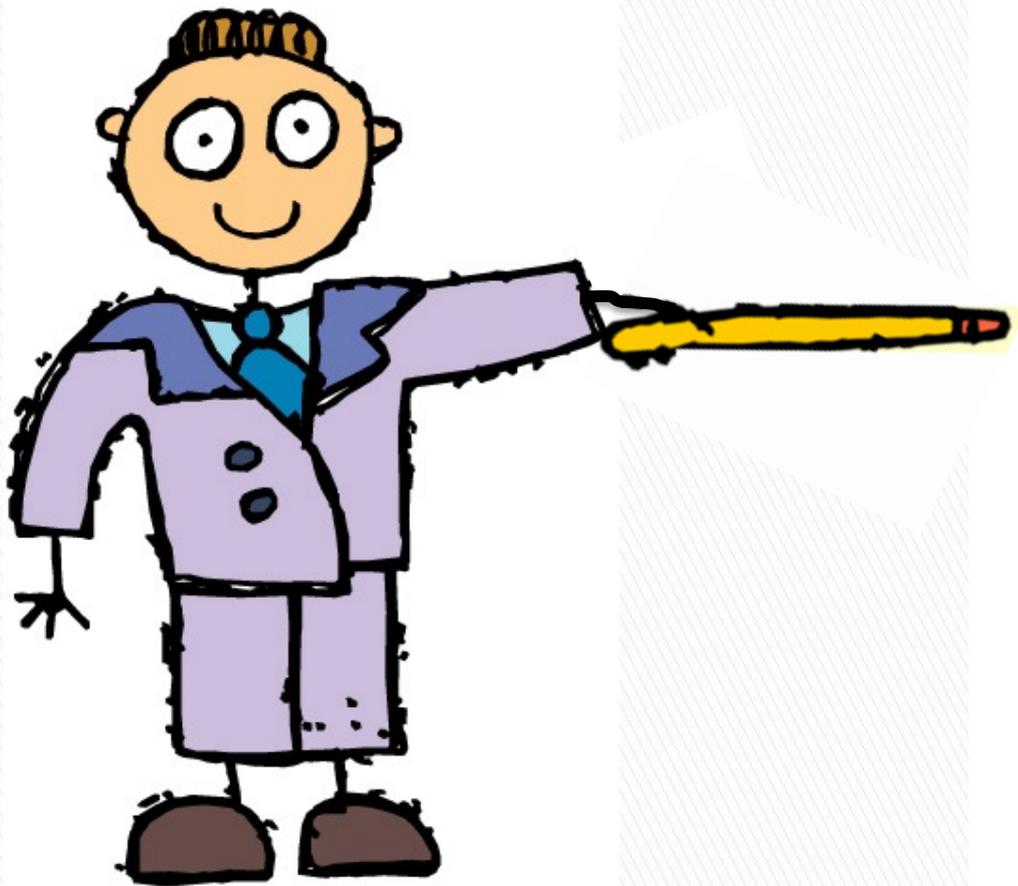




Inspect Often

Keep the
path clear





Codes and Standards
further specify
maintenance and
testing for
functionality.

WANTED



Factory Mutual Red Tag Systems

~ OFFENSES ~

- 1} Being extremely Obsolete for State-Insured Properties
- 2} Having Incited Time Consuming Confusion &
- 3} Directing Goose Chases

~ Known Locations ~

Reportedly through the 1990s over 1,000 of these kits were distributed to state-insured buildings protected by water-based fire sprinkler systems. Kits have been known to reside on walls and bulleting boards near fire sprinkler risers & in Maintenance Departments

~ If Spotted ~

- 1} Approach with extreme Caution
- 2} DO NOT Reference
- 3} Carefully Remove
- 4} Dispose of with Total Disregard

Factory Mutual Red Tag Kit

MANAGING YOUR FIRE PROTECTION IMPAIRMENT

WHEN FIRE PROTECTION EQUIPMENT MUST BE TAKEN OUT OF SERVICE, THIS RED TAG PERMIT SYSTEM WILL HELP YOU MANAGE YOUR IMPAIRMENT.

FIRE PROTECTION NOW

BEFORE IMPAIRMENT

- Plan to do the work when the facility is not operating, and/or shut down hazardous processes, if possible.
- Have everything ready before impairing Fire Protection Equipment, i.e., equipment, parts and personnel.
- Plan for temporary protection such as extra extinguishers, charged hose lines, temporary sprinkler protection, etc.
- Notify your Emergency Organization and the Public Fire Department of the planned impairment so that they can be prepared to handle an emergency.
- If the Fire Protection Equipment can be restored, is someone available and prepared to restore the system promptly in the event of fire?
- Use Red Tag Permit.
- Notify Factory Mutual Engineering Association (FMEA) and others. (If assistance is needed after business hours, telephone FMEA for instructions to reach a consultant.)

IN SERVICE

DURING IMPAIRMENT

- Shut down hazardous processes.
- Restrict smoking.
- Restrict cutting and welding.
- Have guards patrol area where protection is out of service.
- Continue the work until protection is restored.
- Use Red Tag Permit.

FMEA Index _____

FMEA Phone (206) 454-3931 _____

Ask for Customer Service Desk

FMEA Fax (206) 637-2399 _____

Others _____

Fire Dept. _____

Alarm Co. _____

Water Dept. _____

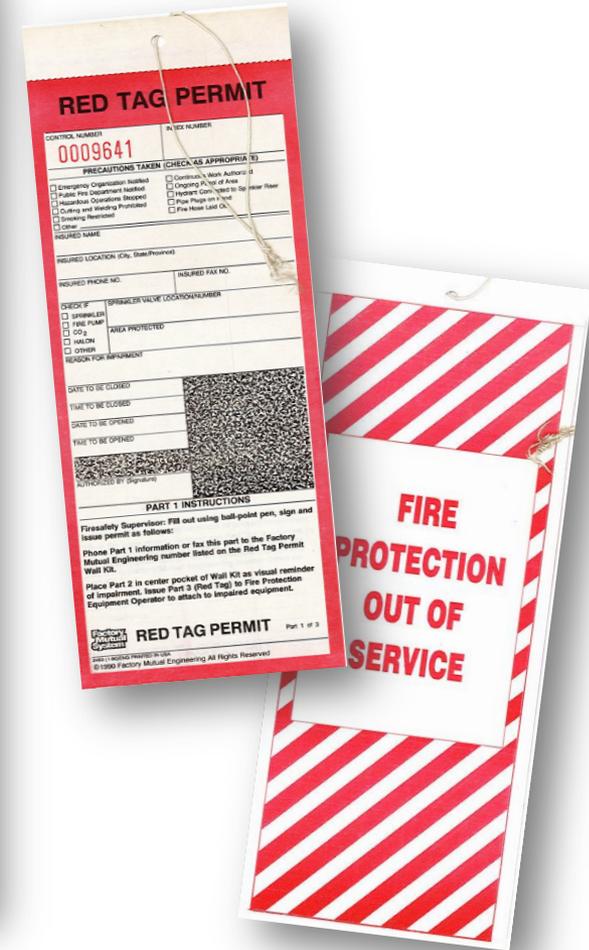
S-51-SEA

AFTER IMPAIRMENT

- Make certain the Fire Protection Equipment is placed back in automatic service.
- If sprinkler protection was impaired, conduct a 2-inch drain test at the sprinkler riser.
- Relock sprinkler control valve in the wide open position.
- Reset alarm system and notify Central Station, if applicable.
- Notify your Emergency Organization and your Public Fire Department.
- Complete Red Tag Permit.
- Notify Factory Mutual Engineering Association (FMEA) and others.



Factory Mutual Engineering



Appraisals

- ▶ Presently no appraisals of properties are scheduled or expected since carriers are satisfied with our treatment of values.

Appraisals

- ▶ If you need a replacement cost estimate of a building or content here are three acceptable options:

1 Contact RMTD to plug your numbers in PCIIS and review system generated values

Appraisals

- ▶ If you need a replacement cost estimate of a building or content here are three acceptable options:

- 2 Contact RMTD to plug your numbers and building attributes in our Property Valuation Matrix tool



Appraisals

- ▶ If you need a replacement cost estimate of a building or content here are three acceptable options:

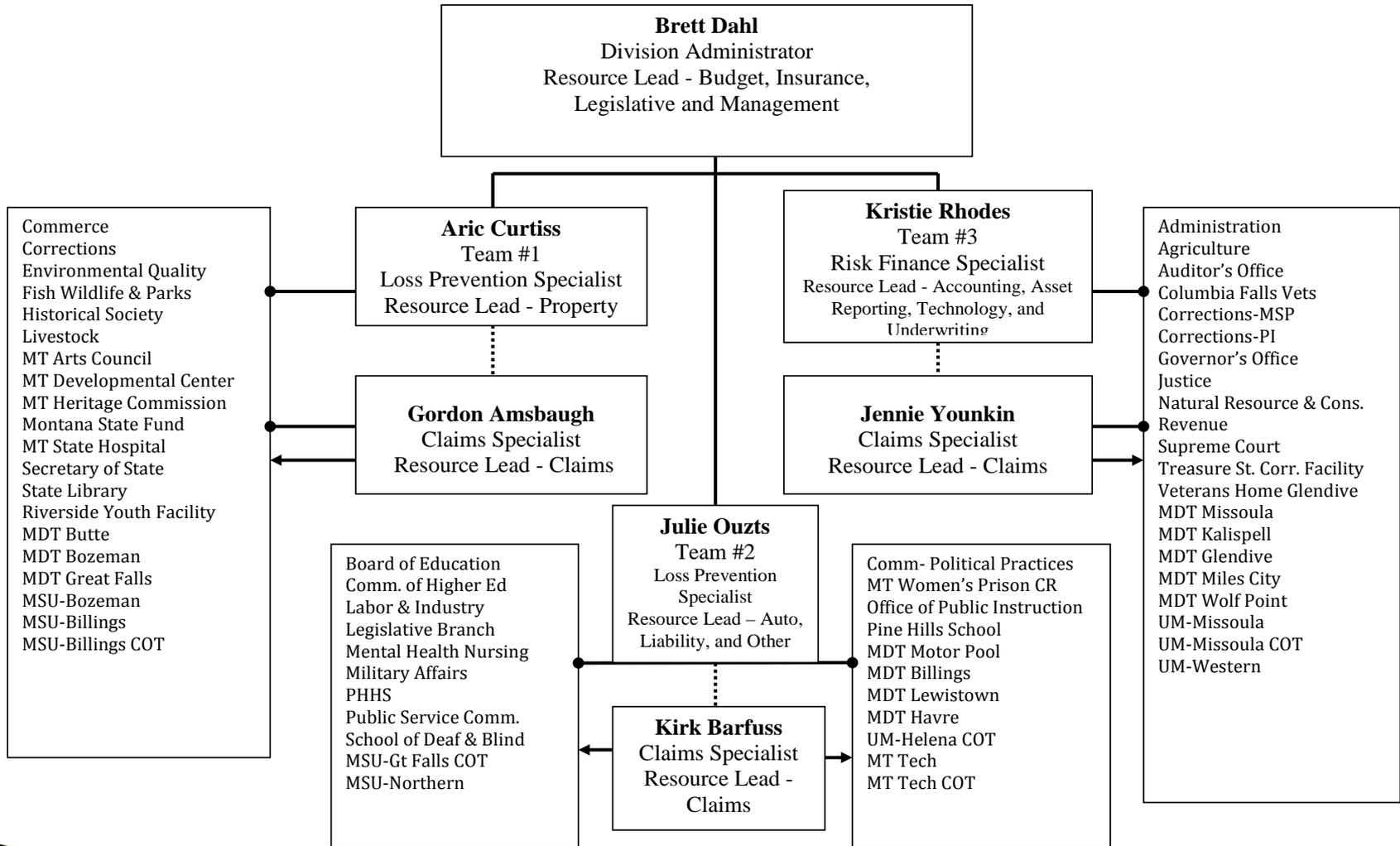
3

Estimate values using accepted values of comparable properties

Client Visits



Client Visits



RMTD Claim Restoration Assistance

Aric Curtiss
Gary Valkenaar



Report All Claims



RMTD |  |  |  |  | 
RISK MANAGEMENT AND TORT DEFENSE DIVISION

REPORT ALL CLAIMS

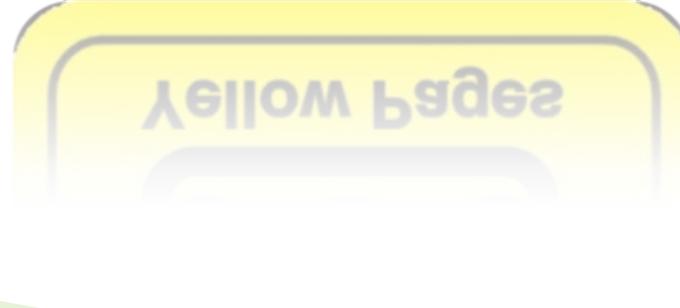
Property Damage ♦ Cyber\Data Security ♦ Personal Injury ♦ Vehicle

444-2421
AVAILABLE 24/7 FOR EMERGENCIES

Fax 444-2592 **www.rmtd.mt.gov/claims**

1625 11th Avenue - Middle Floor
PO Box 200124
Helena, MT 59620-0124

Get Assistance



Contact RMTD Sooner than Later if the Loss Involves:

- Specialized equipment (laboratories)
- Research
- Fine Arts or Artifacts
- Documents (books, manuscripts, files, maps, etc.)
- Computer Systems
- Perishables
- Critical Systems or Operations
- Sensitive Material (i.e. security or time)
- Complicated/Complex situations
- Other...

RMTD Has Resources



FY 2016 Property / Casualty Insurance Renewal

Kristie Rhodes



Overview

- ▶ Property/casualty insurance programs for 57 agencies, 8 universities, and hundreds of boards, councils, and commissions.
- ▶ Insure 4,900 properties, 22,000 state and university employees, and 6,000 vehicles.
- ▶ Cover \$229 million in revenue streams at state and university properties. Examples: parks, tuition, fees, bookstores, and cafeterias.
- ▶ Insure property values exceeding \$5 billion. Insure fine art values exceed \$465 million.
- ▶ Administer 19 commercial insurance programs and four self-insured programs.

Commercial & Self Insurance Programs (Summary)

- ❑ Accidental Death & Dismemberment
- ❑ Aircraft
- ❑ Airports
- ❑ Auto
- ❑ Boilers & Machinery
- ❑ Crime (Fidelity)
- ❑ Cyber/Information Security
- ❑ Fine Art
- ❑ Foreign
- ❑ Foster Care
- ❑ General Liability
- ❑ HIPAA
- ❑ Inland Marine
- ❑ Motorcycle Accidental and Liability
- ❑ Notary Bond
- ❑ Pollution/Environmental
- ❑ Professional Liability (Student Interns)
- ❑ Professional Liability (Physicians)
- ❑ Property
- ❑ Surety Bond
- ❑ Special Events

FY 2017 Marketing Plan

Line

- ▶ Cyber (excess)
- ▶ Medical Malpractice
- ▶ Fine Art

Approach

- Keep it with Lloyd's of London
- Push for rate reductions
- Explore higher limits options
- The coverage is excellent
- No losses
- Looking for a better deal with the incumbent insurance carrier, Hudson.
- Keep the insurance coverage with Huntington Bloc
- Excellent coverage
- No losses
- Eligible for 'no claims' bonus

FY 2017 Marketing Plan

Line

- ▶ Non-medical Professional Liability
- ▶ Property

Approach

- The coverage is broad
- No losses
- Intend to 'push' on lower premium
- Keep it with Lloyd's of London
- Push for rate reductions
- Explore higher limits options for earthquake pending an quake simulation study
- Evaluate an alternative deductible structure with an aggregate limit option

Property Insurance

- ▶ No large worldwide catastrophes to speak of. Market conditions are 'soft'. Lots of capacity means competition for new business is keen.
- ▶ Property rates are declining and the outlook is more favorable than last year.
- ▶ Moderate investment returns are forcing underwriters to be more circumspect in risk taking.
- ▶ The State of Montana has taken a higher deductible and is thus, bearing more risk. No policy losses over the past two years bodes well for future rate negotiations.

Certificates of Insurance

Kristie Rhodes



Certificates of Insurance (COIs)



Protecting Montana's Vital Assets & Resources
RISK MANAGEMENT & TORT DEFENSE

ABOUT US | **INSURANCE** | **LOSS PREVENTION** | **TRAINING** | **CLAIMS** | **LEGAL** | **ADVISORY GROUPS**

CERTIFICATES OF INSURANCE

State agencies are often requested to furnish proof of insurance in contracts or leases in order to satisfy contractors, lessors, or other parties. Managers, supervisors, and employees ultimately have responsibility for procuring a certificate of insurance when it is required by law or by contract.

AUTO LIABILITY

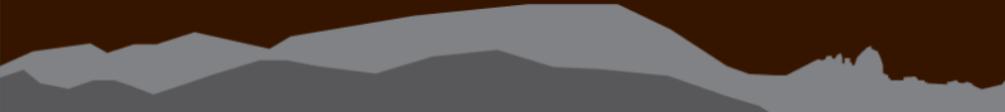
Most state-owned vehicles typically contain a [Certificate of Insurance for Auto Liability](#) in the glove box. If your vehicle does not have one, it may be downloaded from the division's website at the links provided. For leased or courtesy vehicles, agency personnel are responsible to download the [Certificate of Insurance for Auto Liability](#) from the division's website and assure that it is in the vehicle.

OTHER

All other certificates of insurance must be obtained from the Risk Management and Tort Defense Division. Certificates are not available for activities or employees that the Risk Management and Tort Defense Division does not insure. Example: State employees using personal vehicles must carry evidence or proof of their own personal vehicle insurance since this insurance coverage is primary. To request a certificate of insurance, please complete the [Certificate of Insurance Request Form](#), sign and return to the Risk Management and Tort Defense Division.

Please contact our [Risk Finance Specialist](#) if you have additional questions.

CONTACT US Risk Management & Tort Defense 1625 11th Ave PO Box 200124 Helena, MT 59620-0124	DOA Home DOA Divisions DOA Services	AGENCY RESOURCES TRAINING SCHEDULE & REGISTRATION PCIS	STATE LINKS Governor Bullock's Office Mobile Apps Social Media Index State Employee Directory State Phone Book Visit Montana
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Helpful Hints:

- The Certificate Holder is the person or organization requiring proof of insurance (usually a non-state/university entity)
- The state agency or university requesting the COI should complete the form by entering 1) their information in the 2nd box, 2) a description in the 3rd box, 3) and sign the 1st line.
- The 2nd line must be signed by the agency or university's Risk Management Committee representative before submitting the request form to RMTD
- Contact RMTD with questions 444.2421

Certificate of Insurance Request Form



Date:

"Certificate Holder" is the person(s)/organization requiring proof of insurance.

Certificate Holder:

Date(s) of Event:

Address/City/State:

Zip Code:

Requesting Agency

Name:

Contact Person:

Phone/Email:

Risk Management & Tort Defense Division
Department of Administration
PO Box 200124
Helena, MT
59620-0124
Phone: 406-444-2421
Fax: 406-444-2592
www.rmtd.mt.gov

Description of the events/activities/property: For events and activities provide a brief description, including how the event falls within the course and scope of your agency and fulfills the mission of the state. For leased and rented property, (i.e., computer equipment), include a description, serial number, and estimated replacement value of the property.

Coverage does not apply to injury or damage arising out of use of alcoholic beverages or from any other activity that is not in the course and scope of employment or fulfillment of the mission of the State of Montana. I hereby certify that this request for insurance coverage fulfills the mission of the State of Montana, falls within the course and scope of employment, and is in accordance with §2-9-305 MCA.

Signed By Sponsor/Requestor _____

Approved By Agency Risk Management Committee Member _____

Fax or email the signed request form to Kristie Rhodes at (406) 444-2592 or krhodes@mt.gov.

Approved By Risk Management & Tort Defense Division _____

Insurance Premium Discounts

Kristie Rhodes



Notice of Election

1. Go to <http://rmtd.mt.gov>
 2. Select Insurance
 3. Select Notice of Election Form under Eligibility Criteria
-
- ✓ Elections are due to respective program administrator by June 15
 - ✓ Elections are to be made (signed) by upper management

 *Protecting Montana's Vital Assets & Resources*
RISK MANAGEMENT & TORT DEFENSE

ABOUT US | **INSURANCE** | **LOSS PREVENTION** | **TRAINING** | **CLAIMS** | **LEGAL** | **ADVISORY GROUPS**

PREMIUM DISCOUNT PROGRAMS

ELIGIBILITY CRITERIA

- [Automobile Insurance Premium Discount Programs](#)
- [General Liability/Cyber Premium Discount Programs](#)
- [High Deductible Premium Discount Programs](#)
- [Property Loss Management Premium Discount Programs](#)

PREMIUM DISCOUNTS AWARDED

- [Automobile Insurance Premium Discount](#)
- [General Liability/Cyber Premium Discount](#)
- [High Deductible Premium Discount](#)
- [Property Loss Management Premium Discount](#)

CONTACT US
Risk Management & Tort Defense
1625 11th Ave
PO Box 200124
Helena, MT 59620-0124

[DOA Home](#)
[DOA Divisions](#)
[DOA Services](#)

AGENCY RESOURCES
TRAINING SCHEDULE & REGISTRATION
PCIIS

STATE LINKS
[Governor Bullock's Office](#)
[Mobile Apps](#)
[Social Media Index](#)
[State Employee Directory](#)
[State Phone Book](#)
[Visit Montana](#)

Auto Insurance Premium Discount Program

**Notice of Election Form
FY 2017 Automobile Insurance Premium Discount Program
Risk Management & Tort Defense Division
Department of Administration**

Purpose & General Provisions:

The Risk Management & Tort Defense Division (RMTD) offers an auto insurance premium discount of 10 percent for state agencies and universities that participate in recognized defensive driving training and implement the State Vehicle Use Rule. The discount shall be applied against budgeted premium for auto insurance coverage in FY 2018.

Requirements & Documentation:

Your agency must do the following during FY 2017 to be eligible for the discount in FY 2018:

- 1) Deputy Agency Director or higher (or equivalent position) must sign and return this notice of election form to Julie Ouzts at RMTD by **June 15, 2016**.
- 2) Agency must review its auto liability and auto physical damage claims for FY 2015 and its claim trends for the last four years, by **October 1, 2016**. Reviewers must include at least one person of Deputy Agency Director or higher (or equivalent position), who must sign a statement informing RMTD that the review is complete. The goal of this review is to identify claim trends with an eye to develop ways to reduce the likelihood or severity of future claims, and to identify drivers who need training. (To obtain reports, access State Agency Loss Reports through RMTD's website. Select Standard Reports. Under Auto Liability, select Detailed – Auto Liability Claims. Under Auto Physical Damage, select the same report.)
- 3) Agency must have at least 5 percent of its employees complete defensive driving training sponsored or approved by RMTD by **June 15, 2017**. Percentage of employees is based upon reported FTE count. Any driver involved in a vehicular accident that resulted in a new claim must participate in the training unless excused by RMTD (contact JOuzts@mt.gov for excusals).

RMTD Responsibilities:

- 1) Notify Risk Coordinators of the dates, times, and locations of RMTD training offered throughout FY 2017. Training sponsored by RMTD is offered free of charge.
- 2) Maintain a list of employees who have completed RMTD sponsored defensive driver training during FY 2017.
- 3) Recognize on a case-by-case basis other safe driving courses not sponsored by the division. Note: Participants should consult RMTD prior to enrolling employees in such courses.

-Notice of Election-		
_____ hereby elects to participate in RMTD's FY 2017 Auto Insurance Premium Discount Program.		
<i>(Organization)</i>		
_____	_____	_____
<i>(Authorized Signature)</i>	<i>(Title)</i>	<i>(Date)</i>

Contact Julie Ouzts at (406) 444-0106 or JOuzts@mt.gov with any questions or for additional information.

Each participant will be notified of their eligibility by July 1, 2017 as indicated below:

RMTD USE
<input type="checkbox"/> Discount Approved <input type="checkbox"/> Discount Disapproved
Comments: _____



General Liability Insurance Premium Discount Program

There is a separate program and separate Notice of Election for State Agencies and Montana University System

**Notice of Election Form – State Agencies
FY 2017 General Liability Insurance Premium Discount
Risk Management & Tort Defense Division
Department of Administration**

**Notice of Election Form – Montana University System
FY 2017 General Liability Insurance Premium Discount
Risk Management & Tort Defense Division
Department of Administration**

Purpose & General Provisions:

The Risk Management & Tort Defense Division (RMTD) offers a general liability insurance premium discount of 2.5 percent for the Montana University System campuses that participate in online Cyber/Information Security Insurance Training approved by the State of Montana Information Technology Services Division. The discount shall be applied against budgeted premium for general liability insurance in FY 2018.

Requirements & Documentation:

Your agency must do the following during FY 2017 to be eligible for the discount in FY 2018:

- 1) University vice president or higher (or equivalent position) must sign and return this notice of election form to Kristie Rhodes, Risk Management & Tort Defense Division, P.O. Box 200124, Helena, Montana 59620-0124 by **June 15, 2016**.
- 2) Your university must review its cyber/information security claims for FY 2015 and FY 2016 by **October 1, 2016**. Reviewers must include at least one person of university vice president level or higher (or equivalent position), who must sign a statement informing RMTD that the review is complete. The goal of this review is to identify claim trends with an eye to develop ways to reduce the likelihood or severity of future claims. To obtain reports, go to RMTD's website at <http://rmtd.mt.gov> and click on the Claims section. Select State Agency Loss Reports, Custom Reports, Database Activity Report, Coverage Code, select D-Cyber, enter Start and End Dates, and specified fiscal year(s). Under Classification/Coverage Code, select D-Cyber. Please contact Jennie Younkin at (406) 444-7996, jyounkin@mt.gov if you can't access your claims reports.
- 3) Your university must have at least 50 percent of its employees complete the online cyber/information security training by **June 15, 2017**. Any employee involved in a cyber/information security data incident that results in a claim during FY 2017 must participate in the training during FY 2017 unless excused by the Department of Administration (contact Jennie Younkin jyounkin@mt.gov for excusals).

Responsibilities:

- 1) The state Information Technology Services Division will maintain a list of employees who have completed online cyber/information security training during FY 2017. Universities who are not under the state's training contract must provide Lynne Pizzini, State's Chief Information Security Officer, with a list of employees trained by **June 1, 2017**.
- 2) The state Information Technology Services Division will approve on a case by case basis those online cyber/information security training courses that are not sponsored by the Department of Administration. Note: Participants should consult with Lynne Pizzini (406)444-9127 prior to enrolling in such courses.

-Notice of Election-		
hereby elects to participate in RMTD's FY 2017 General Liability Insurance Premium Discount Program.		
_____ (Organization)	_____ (Title)	_____ (Date)
_____ (Authorized Signature)	_____ (Title)	_____ (Date)

Contact Kristie Rhodes at (406) 444-4509 or krhodes@mt.gov with any questions or for additional information.

Each participant will be notified of their eligibility by July 1, 2017, as indicated below:

RMTD USE <input type="checkbox"/> Discount Approved <input type="checkbox"/> Discount Disapproved
Comments: _____ _____ _____



High Deductible Insurance Premium Discount Program

Notice of Election
FY 2017 High Deductible Insurance Premium Discount Program
 Risk Management & Tort Defense Division
 Department of Administration

Purpose & General Provisions:

The Risk Management & Tort Defense Division (RMTD) offers a high deductible insurance premium discount on auto physical damage (comprehensive/collision) and property insurance. The purpose of the discount is to give state agencies and universities the opportunity to realize insurance premium savings through cost sharing and loss prevention.

Requirements and Documentation:

Standard deductibles for state agencies are \$250 per occurrence for auto physical damage claims and \$1,000 for property claims. In order to be eligible for a premium discount in FY 2017, your agency must do the following:

- 1) Complete, sign, and return this "Notice of Election" form to Kristie Rhodes, RMTD by June 15, 2016.
- 2) Select a deductible below. Note: Participants are responsible to pay claims to the deductible level selected. Participants making no election will be assessed the standard deductible. Historical claims reference information may be obtained from your risk coordinator.

	<u>Elected Deductible</u>	<u>Premium Discount</u>
<input type="checkbox"/> Auto Physical Damage Standard	\$250	N/A
<input type="checkbox"/> Auto Physical Damage Option #1	\$500	5%
<input type="checkbox"/> Auto Physical Damage Option #2	\$1,000	10%
<input type="checkbox"/> Auto Physical Damage Option #3	\$2,500	20%
<input type="checkbox"/> Property Standard	\$1,000	N/A
<input type="checkbox"/> Property Option #1	\$2,500	5%
<input type="checkbox"/> Property Option #2	\$5,000	10%

- 3) Report all auto physical damage claims \$250 and above, and all property claims \$1,000 and above to RMTD for immediate evaluation regardless of deductible selected. Instructions and forms for filing claims may be found at the RMTD website <http://rmtd.mt.gov/claims/agenciesreportclaims.asp>.

Contact Kristie Rhodes, RMTD at (406) 444-4509 with any questions or for additional information.

-Notice of Election-	
_____ hereby elects to participate in RMTD's FY 2017 High	
<i>(Organization)</i>	
Deductible Insurance Premium Discount Program as selected above.	
_____	_____
<i>(Signature)</i>	<i>(Date)</i>

Termination:

A participant may terminate its participation by providing written notice to the Risk Management & Tort Defense Division. The termination is effective as of the date of the written notice. This election is for FY 2017 only. A separate election must be made in each subsequent year.

Each participant will be notified of their eligibility for the discount on July 1, 2016 as indicated below:

- Discount Approved Discount Disapproved

Comments: _____



Property Loss Management Insurance Premium Discount Program

Notice of Election Form FY 2017 Property Loss Management Insurance Premium Discount Program Risk Management & Tort Defense Division Department of Administration

Purpose & General Provisions:

The Risk Management & Tort Defense Division (RMTD) offers a property insurance premium discount of up to 10% to state agencies and universities that establish and maintain a comprehensive and effective Property Loss Management Program. The discount shall be applied against the participant's budgeted property insurance premium in FY 2018.

Requirements and Documentation:

Premium discount of up to 10% will be based on participant's completion of the following during FY 2017:

- 1) Deputy Agency Director, Vice President, Institutional Director (or equivalent position) must sign and return this Notice of Election form to Aric Curtiss, RMTD, by **June 15, 2016**. Participants will receive a Program Binder by July 15, 2016.
- 2) Review property claims activity and develop a plan to address the occurrence of property claims.
 - By **October 1, 2016**, assemble a panel to review your property claims activity report for the past four years identifying property loss management strategies to be enhanced through FY 2017 and beyond. Reference your Program Binder for required panel membership and instruction to obtain the required report.
 - Panel develops a basic plan to address the occurrence of property claims.
 - Panel members sign the reviewed report and plan, and submit both to Aric Curtiss, RMTD by **October 31, 2016**.
- 3) Submit the following written documentation to Aric Curtiss, RMTD, by **June 1, 2017**. Documentation should be organized within your Program Binder provided by RMTD.
 - Schedule of preventative maintenance completed for key buildings during FY 2017.
 - Checklists for self-inspections completed on key buildings during FY 2017.
 - Policies and procedures for hot works; impairment testing of fire protection equipment; pre-fire emergency planning; and cold weather precautions in force during FY 2017.
- 4) Submit blueprints, plans and specifications for renovations or new construction involving or affecting fire suppression systems within insured buildings.
- 5) Submit timely written response to recommendations contained in Property Loss Management letters issued by RMTD and/or its consultants. Responses must indicate that a reasonable effort to comply with recommendations is made.

~ Notice of Election ~		
_____ hereby elects to participate in RMTD's FY 2017 Property Loss Management Insurance Premium Discount Program.		
<i>(Organization)</i>		
Our contact person for this program is _____.		
_____	<i>(Name)</i>	<i>(E-mail)</i>
_____	<i>(Authorized Signature)</i>	<i>(Title)</i>
		<i>(Date)</i>

Contact Aric Curtiss at 444-3486 or Acurtiss@mt.gov with any questions or for additional information.

Each participant will be notified of its eligibility for a discount by July 1, 2017 as indicated below:

RMTD USE <input type="checkbox"/> Discount Approved _____% <input type="checkbox"/> Discount Disapproved
Comments: _____ _____ _____

2017PLMP Notice of Election Form



Public Comment



Questions & Comments



Thank You!

