

AGENDA
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
VILLAGE OF HOFFMAN ESTATES
December 14, 2015

Immediately Following Planning, Building & Zoning Committee

Members: **Gayle Vandenberg, Chairman**
 Gary Stanton, Vice-Chairman
 Karen Mills, Trustee
 Anna Newell, Trustee
 Gary Pilafas, Trustee
 Michael Gaeta, Trustee
 Mayor William McLeod

I. Roll Call

II. Approval of Minutes – November 9, 2015

NEW BUSINESS

1. Discussion regarding the 2016 Village Board and Standing Committees meeting schedule.
2. Request acceptance of Cable TV Monthly Report.
3. Request acceptance of Human Resources Management Monthly Report.

III. President’s Report

IV. Other

V. Items in Review

VI. Adjournment

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

**DRAFT
November 12, 2015**

I. Roll Call

Members in Attendance:

**Gayle Vandenberg, Chairman
Gary Stanton, Vice Chairman
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Michael Gaeta, Trustee
Mayor William D. McLeod**

**Management Team Members
in Attendance:**

**James Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Patti Cross, Asst. Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr. – Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Economic Dev. Coord.
Mike Hankey, Director of Transportation
Patrick Seger, Director of HRM
Fred Besenhoffer, IS Director
Ashley Monroe, Asst. to Village Manager
Austin Pollack, Administration Intern
Bruce Anderson, CATV Coordinator
Clayton Black, Dev. Services Analyst
Ben Gibbs, Sears Centre**

The General Administration & Personnel Committee meeting was called to order at 9:18 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the General Administration & Personnel Committee meeting minutes of October 12, 2015. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request acceptance of Cable TV Monthly Report.

The Cable TV Monthly Report was submitted to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Cable TV Monthly Report. Voice vote taken. All ayes. Motion carried.

2. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was submitted to the Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Human Resources Management Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Newell, to adjourn the meeting at 9:20 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

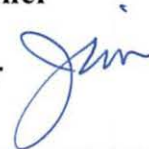
NB1

SUBJECT: Discussion regarding 2016 Village Board and Standing Committees meeting schedule

MEETING DATE: December 14, 2015

COMMITTEE: General Administration & Personnel

FROM: James H. Norris, Village Manager



PURPOSE: To provide discussion regarding the 2016 Village Board and Standing Committees meeting schedule.

DISCUSSION: To determine if major religious holidays celebrated by the Christian, Islamic and Jewish faiths fall on the dates of scheduled 2016 Village Board and Standing Committee meetings, which may hinder public attendance, staff conducted a review of major religious holidays.

The following major religious holiday falls on a scheduled meeting date:

Rosh Hashanah – October 3, 2016

The holiday listed above is celebrated during the day and/or evening listed above. The above does not represent all religious holidays that are observed on Mondays, but reflects major/high holy days, as determined through research of each faith's traditional major holidays.

The following national holidays fall on scheduled meeting dates:

4th of July – July 4, 2016

Labor Day – September 5, 2016

According to Ordinance No. 4212-2010 designating that legal holidays be held the following Monday after the legal holiday, the July 4 Village Board meeting would be rescheduled to July 11, Labor Day is September 5 so the Village Board meeting would be rescheduled to September 12 and since Rosh Hashanah falls on October 3, the Village Board meeting that day would be rescheduled to October 10.

Staff has also compiled a list of conferences that the Mayor and Board of Trustees often attend that fall on Mondays:

1. National League of Cities – March 5-9, 2016
2. ICSC Conference – May 22-25, 2016
3. U.S. Conference of Mayors – June 24-27, 2016

Due to the ICSC Conference on May 23, (there is also a 5th Monday in May of 2016), the PHS, PW and Finance Committees can be held on Tuesday, May 31 (after the Memorial Day holiday) or on June 6 (before the Village Board meeting), whatever the Board desires.

For the last several years, the Village Board has approved a summer meeting schedule that consists of summer Board and Standing Committee meetings occurring on the 1st and 3rd Mondays of the month in July and August, with no 2nd and 4th Monday meetings. However, during the course of the last two summers, different Board members have expressed interest in maintaining the normal Village Board/Committee meeting schedule throughout the summer, recognizing that some members will be absent during their summer vacations.

In addition, July 4 is a 1st Monday and also a holiday in 2016. If the Board desires to keep the summer meeting schedule, the Committee and Board meetings in July can be scheduled for July 11 and 18 and August meetings on August 1 and 15.

RECOMMENDATION: Staff recommends scheduling Village Board and Standing Committee meetings for 2016 as follows:

<u>Village Board</u>	<u>Standing Committees</u>
January 4, 18	January 11, 25
February 1, 15	February 8, 22
March 14 (March 7*), 21	March 14, 28
April 4, 18	April 11, 25
May 2, 16	May 9, Tues. 31 <u>OR</u> June 6 (May 23*)
June 6, 20	June 13, 27
July 11 (July 4*), 18	July 11, 18
August 1, 15	August 1, 15
September 12 (Sept. 5*), 19	Sept. 12, 26
October 10 (Oct. 3*), 17	October 10, 24
November 7, 21	November 14, 28
December 5, 19	December 12

*The dates in parentheses above are the Board/Committee dates that were rescheduled due to holidays, conferences.

VILLAGE OF HOFFMAN ESTATES

Memo

To: Jim Norris
From: Bruce Anderson
Regarding: Cable TV Report
Date: December 9, 2015

Citizen Segments

This month the Citizen covers: the Platzkonzert, The Bulls D-league Team, the Friendship Tree lighting, the Chicago Mustangs Soccer Team, the Citizens Fire Academy graduation, the Senior Art Reception, and the Montessori School Grand Opening.

Citizen Segments and Programs in development:

Martin Luther King Celebration
High School Concerts
Teddy Bear Tea
Shop with a Cop

Veterans Day Ceremony

Airs until mid-December.

Game of the Week

The HETV "Game of the Week" started with Conant versus Schaumburg boys and girls basketball.

Concerts

We are trying to add concerts from Fremd and Conant to the HEHS concerts this month. Conant has agreed and we are waiting to hear from Fremd.

Price Increases

The Village has received notice that both AT&T and Comcast will be raising their video/cable service prices by \$2 to \$5 per month beginning January 1, 2016. Bundles will also increase in cost.

Complaints/Inquiries

Television service was out at the Police Department for five days before Comcast could fix the problem.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

November 2015

Staffing Activity

New Starts: 6 – Crossing Guard (4)
Firefighter/Paramedic
Assistant Finance Director

Separations: 2 – Crossing Guard (2)

Transfers: 1 – Maintenance I Forestry to Maintenance I Water/Sewer

Retirees: 5 – PW Maintenance II
Police Officer (3)
Police Lieutenant

Promotions: 0

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	331 budgeted	325 current
	Part Time Employees	65 budgeted	58 current
	Temporary Employees	2 budgeted	3 current
	Seasonal Employees	16 budgeted	0 current
	Paid Interns	6 budgeted	3 current

Month & Year-to-Date Activity:

0 Seasonals with	16 for year
0 Promotions with	11 for year
2 Separations with	33 for year
5 Retirements with	8 for year
1 Transfer with	11 for year

Recruitment Activity

Recruitment:

ASO I (PT weekends) – Police

Posting date: 9/23/2015. The position was posted on the Village website and social media. Applications were reviewed by the interview team after the deadline. Seven candidates were chosen for skills testing and interview. Skills testing and interviews took place from October 28th through November 16th. Offers were made to four candidates. They accepted and are completing pre-employment screening. One final candidate will be interviewed in December.

Crossing Guard (4) – Police

Posted 7/24/2015. Four applications received to date. Position posted on the Village website, social media, electronic boards and the Schaumburg Township Job Club. Applications were reviewed by the Traffic Sergeant and interviews scheduled with 4 candidates. Offers were made to all four candidates they accepted and started in November.

Code Enforcement Officer – Development Services

Posted on 09/17/2015. The position was posted on the Village website, social media and several code/inspection websites. Applications were sent to the Director of Building, Planning and Code Enforcement on October 13th for review. Candidates were chosen and interviews were held the week of November 16th. The interview team will be meeting to make a decision after the Thanksgiving holiday.

Assistant Finance Director – Finance

Posted on 09/04/2015. The position was posted on the Village website, social media and ILCMA and IGFOA websites. Applications were sent to the Finance Director for review. Five candidates were chosen to participate in the October 27th assessment center. One candidate accepted another position prior to that date. The Finance Director and Director of HRM met with one of the candidates for a second interview on October 30th. An offer was made and accepted by the candidate. He started on November 23rd.

Maintenance I W/S (internal only) – Public Works

Posted on 09/22/2015. The position was posted in Public Works for Teamster members. One application was received. The application was sent to the PW Director and Assistant Director for review. Applicant was interviewed and offered the position – he transferred to this position on 11/2/2015.

Maintenance I Forestry (internal only) – Public Works

Posted on 09/22/2015. The position was posted in Public Works for Teamster members. No applications were received. It was then posted for other internal candidates. Three applications were received. The applications were sent to the PW Director and Assistant Director for review. Interviews were held in November and an offer will be made in December.

Winter Seasonal (4) – Public Works

The position was posted on the Village website, electronic boards and social media. Three returning seasonals have agreed to stay on for Winter. New applications are forwarded to the Assistant Public Works Director for review as they are received.

Auxiliary Snowplow – Public Works

Posted on 10/20/2015. 8 applications to date.

The position was posted on the Village website and social media. New candidate applications will be forwarded to the Assistant Public Works Director for review. Currently we have five internal employees, six returning external auxiliary drivers and one new auxiliary driver.

Technical Support Specialist – IS Department

Posted on 10/20/2015. The position was posted on the Village website, GMIS website, PublicSalary, several local colleges and social media. New candidate applications were be forwarded to the IS Director for review. The Director chose three candidates for interview and is in the process of creating the interview questions. Interviews will be scheduled in December.

GIS Administrator – IS Department

Posted on 10/27/2015. The position was posted on the Village website, GMIS website, PublicSalary, several local colleges and social media. New candidate applications were forwarded to the IS Director for review. Three applicants were chosen for interview. Interviews will take place in December.

Maintenance II Water/Sewer (internal only) – Public Works

Posted on 11/20/2015. The position was posted in Public Works for Teamster members. The applications were sent to the PW Director and Assistant Director for review. Interviews were held in December.

Public Works Unit Supervisor (internal only) – Public Works

Posted on 10/15/2015. The position was posted for internal candidates only. Nine applications were received by the deadline. The applications were sent to the PW Director and Assistant Director for review. A candidate assessment center was scheduled

for November 23rd and 24th. Four candidates were chosen for 2nd interview. Those interviews will be held in December.

Labor/Management Relations

Contract Status: **Police** (Metropolitan Alliance of Police - MAP Chapter 96) – Contract (Jan. 1, 2013 - December 31, 2015). A successor agreement is in process.

Fire (International Association of Firefighters - Local 2061) – Contract (January 1, 2012 – December 31, 2017).

Public Works (International Brotherhood of Teamsters, Local 700) – Contract (Jan. 1, 2013 – Dec. 31, 2015). The Village negotiation team agreed to a tentative agreement with IBT, Local 700 and it was ratified by the union on November 20, 2015.

Police Sergeants (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2014 – December 31, 2016).

Grievances

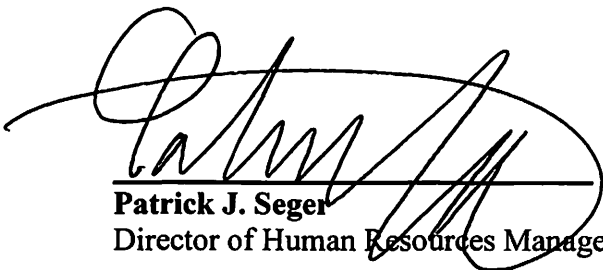
N/A

Personnel/Benefits/Employee Services

- As staff liaison to the Cultural Awareness Committee and Celtic Fest Committee, the Director of HRM attended the monthly meetings for both groups.
- As Chair of the IPBC, the Director of HRM attended IPBC Board Meeting.
- As Chair of the IPBC, the Director of HRM participated in the IPBC Strategic Planning Session.
- HRM Staff concluded annual Benefits Open Enrollment.
- HRM Staff attended seminar on ACA reporting.
- Director of HRM participated in the Management Team meetings.
- HRM staff continued work on update of the personnel policy manual.

Risk Management/Safety/Loss Control

- Continued to facilitate the proper handling of all open workers' compensation claims.
- Met with staff related to the disposition of a high exposure workers' compensation claim.
- Facilitated the annual Safety Lunch. By all accounts, the event was another success with 170 employees in attendance.
- Conducted a mandatory random Federal Department of Transportation drug and alcohol test. There was no positive result.
- Conducted a mandatory follow-up DOT drug and alcohol test.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.
- Met with staff to discuss the distribution of funds related to a PSEBA claim.
- Continue to provide consultation related to risk management issues related to the Sears Centre.
- Met with staff to discuss the finalization of the revised PPM.
- Brought to conclusion one auto physical damage claim.
- Provided continual written updates to appropriate management staff related to the status of several open workers' compensation claims.
- Attended an IS user group meeting.
- Investigated and brought to conclusion several liability claims made against the Village.



Patrick J. Seger
Director of Human Resources Management

**HUMAN RESOURCES MANAGEMENT
MONTHLY STAFFING REPORT
NOVEMBER 2015**

RECRUITMENTS

POSITION TITLE: Auxiliary Snow & Ice Drivers (10 positions)
DEPARTMENT: Public Works
DATE POSTED: 10/20/2015
AD DEADLINE: Until filled
APPLICATIONS REC'D: 8 applications to date
STATUS: The position was posted on the Village website and social media. New candidate applications will be forwarded to the Assistant Public Works Director for review. Currently we have five internal employees, six returning external auxiliary drivers and one new auxiliary driver.

POSITION TITLE: Technical Support Specialist
DEPARTMENT: IS Department
DATE POSTED: 10/06/2015
AD DEADLINE: 11/13/2015
APPLICATIONS REC'D: 11 applications to date
STATUS: The position was posted on the Village website, GMIS website, PublicSalary, several local colleges and social media. New candidate applications were be forwarded to the IS Director for review. The Director chose three candidates for interview and is in the process of creating the interview questions. Interviews will be scheduled in December.

POSITION TITLE: ASO I-Part time Weekends (5)
DEPARTMENT: Police
DATE POSTED: 09/23/2015
AD DEADLINE: 10/15/2015
APPLICATIONS REC'D: 30 applications received
STATUS: The position was posted on the Village website and social media. Applications were reviewed by the interview team. Seven candidates were chosen for skills testing and interview. Skills testing and interviews took place from October 28th through November 16th. Offers were made to four candidates. They accepted and are completing pre-employment screening. One final candidate will be interviewed in December.

POSITION TITLE: Code Enforcement Officer
DEPARTMENT: Development Services
DATE POSTED: 09/17/2015
AD DEADLINE: 10/9/2015
APPLICATIONS REC'D: 32 applications received to date
STATUS: The position was posted on the Village website, social media and several code/inspection websites. Applications were sent to the Director of Building, Planning and Code Enforcement on October 13th for review. Candidates were chosen and interviews were held the week of November 16th. The interview team will be meeting to make a decision after the Thanksgiving holiday.

POSITION TITLE: Maintenance I Forestry (internal only)
DEPARTMENT: Public Works
DATE POSTED: 10/09/2015
AD DEADLINE: 10/22/2015
APPLICATIONS REC'D: 0 Teamster application received
3 Internal (non-union) applications received
STATUS: The position was posted in Public Works for Teamster members. No applications were received. Position was then posted for non-Teamster internal applicants. The applications were sent to the PW Director and Assistant Director for review. Interviews were held in November and an offer will be made in December.

POSITION TITLE: Winter Seasonals (4 positions)
DEPARTMENT: Public Works
DATE POSTED: 11/02/2015
AD DEADLINE: Until filled
APPLICATIONS REC'D: 7 applications received to date
STATUS: The position was posted on the Village website, electronic boards and social media. Three returning seasonals have agreed to stay on for Winter. New applications are forwarded to the Assistant Public Works Director for review as they are received.

POSITION TITLE: GIS Administrator
DEPARTMENT: IS Department
DATE POSTED: 10/27/2015
AD DEADLINE: 11/20/2015
APPLICATIONS REC'D: 6 applications to date
STATUS: The position was posted on the Village website, GMIS website, PublicSalary, several local colleges and social media. New candidate applications were forwarded to the IS Director for review. Three applicants were chosen for interview. Interviews will take place in December.

POSITION TITLE: Maintenance II Water/Sewer (internal only)
DEPARTMENT: Public Works
DATE POSTED: 11/20/2015
AD DEADLINE: 11/27/2015
APPLICATIONS REC'D: 5 applications received
STATUS: The position was posted in Public Works for Teamster members. The applications were sent to the PW Director and Assistant Director for review. Interviews were held in December.

POSITION TITLE: Public Works Unit Supervisor (internal only)
DEPARTMENT: Public Works
DATE POSTED: 10/15/2015
AD DEADLINE: 10/30/2015
APPLICATIONS REC'D: 9 applications received
STATUS: The position was posted for internal candidates only. Nine applications were received by the deadline. The applications were sent to the PW Director and Assistant Director for review. A candidate assessment center was scheduled for November 23rd and 24th. Four candidates were chosen for 2nd interview. Those interviews will be held in December.

NEW STARTS

POSITION TITLE: Crossing Guard
DEPARTMENT: Police
DATE POSTED: 07/24/2015
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 15 application received to date
STATUS: Position posted on the Village website, social media, electronic boards and the Schaumburg Township Job Club. Applications were reviewed by the Traffic Sergeant and interviews scheduled with 4 candidates. Offers were made to all four candidates they accepted and started in November.

POSITION TITLE: Assistant Finance Director
DEPARTMENT: Finance
DATE POSTED: 09/04/2015
AD DEADLINE: 09/30/2015
APPLICATIONS REC'D: 28 applications received
STATUS: The position was posted on the Village website, social media and ILCMA and IGFOA websites. Applications have been sent to the Finance Director for review. Five candidates were chosen to participate in the October 27th assessment center. One candidate accepted another position prior to that date. The Finance Director and Director of HRM met with one of the candidates for a second interview on October 30th. An offer was made and accepted by the candidate. He started on November 23rd.

POSITION TITLE: Maintenance I (internal only)
DEPARTMENT: Public Works
DATE POSTED: 09/22/2015
AD DEADLINE: 09/29/2015
APPLICATIONS REC'D: 1 Teamster application received
STATUS: The position was posted in Public Works for Teamster members. One application was received. The application was sent to the PW Director and Assistant Director for review. Applicant was interviewed and offered the position – he transferred to this position on 11/2/2015.

SUMMARY OF EMPLOYMENT ACTIVITY NOVEMBER 2015

	<u>Total Number</u>	<u>Position</u>
New Starts	6	Crossing Guard (4) Firefighter/Paramedic Assistant Finance Director
Separations	2	Crossing Guard (2)
Promotions	0	
Upgrades	0	
Downgrades	0	
Transfers	1	Maint I Forestry to Maint I Water
Retirements	5	PW Maint. II Police Officer (3) Police Lieutenant
Reclassifications	0	

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	2	ASO I PT
Separations	0	
Promotions	1	Civil Engineer to Village Engineer

Transfers	2	Maint. I temporary to Maint. I (2)
Reclassifications	0	
Change in Status	0	
Retirements	2	Police Officer Director of Engineering
New Positions	0	
Eliminated Positions	0	

2015 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	331	325
PART TIME EMPLOYEES	65	58
TEMPORARY EMPLOYEES	2	3
SEASONAL EMPLOYEES	16	0
INTERNS (PAID)	6	3
TOTAL	420	389

Total Vacancies:

Full Time

Budgeted – Posted	3	Code Enforcement Officer Maintenance I Forestry Maintenance II Water/Sewer
--------------------------	----------	---

Budgeted - Not Posted	4	Police Officer (3) Police Lieutenant
------------------------------	----------	---

TOTAL FULL TIME 7

Part Time

Budgeted – Posted	0	
--------------------------	----------	--

Budgeted-Not Posted	5	Custodian Clinic Nurse (2) – Data Technician Fire Inspector Aide
----------------------------	----------	---

TOTAL PART TIME 5

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	8	303
Part Time – Response to Recruitments	8	258
Seasonal Applicants	6	53
Unsolicited Applications/Walk-Ins	6	67
TOTAL	28	680

HUMAN RESOURCES MANAGEMENT EMPLOYMENT ACTIVITY NOVEMBER 2015

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Joyce Rzeppa	11/5/2015	Crossing Guard	Eliot Libner
Susan Collin	11/16/2015	Crossing Guard	Kathy Cornier
Devin Delricco	11/16/2015	Firefighter/Paramedic	Bill Taylor
Tabita Ungureanu	11/17/2015	Crossing Guard	Eloisa Bran
Erica Farfan	11/19/2015	Crossing Guard	Diane Akins
Anthony Fashoda	11/23/2015	Asst. Finance Director	Renee Bentley
Adam Rabey	11/21/2015	Auxiliary Snow Plow Driver	N/A
Jospeh Schwartz	11/21/2015	Auxiliary Snow Plow Driver	N/A
Patrick Byrne	11/21/2015	Auxiliary Snow Plow Driver	N/A
Tom Manolis	11/21/2015	Auxiliary Snow Plow Driver	N/A

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Eliot Libner	11/06/2015	Crossing Guard	Resigned
Anthony Wanic	11/06/2015	Police Lieutenant	Retired
Kathy Cornier	11/13/2015	Crossing Guard	Resigned
Don Kura	11/21/2015	Police Officer	Retired
James Logan	11/23/2015	Police Officer	Disability Pension
Gary Sears	11/30/2015	Police Officer	Retired
Steven Weber	11/30/2015	Maint. II	Retired

PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

TRANSFERS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Rick Kassal	11/23/2015	Maint I – Forestry	Maint I - Water

RECLASSIFICATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

CANCELLATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
--------------------	------------------------------	------------------------	----------------------

**ADDITIONAL MONTHLY REPORT INFORMATION
NOVEMBER 2015**

# Anniversaries	<u>4</u>
# Interviews conducted during month	<u>24</u>
#Orientations conducted during month	<u>5</u>

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
97	804	Forestry	(Dept)	1	100.0%	0	0	1	100%	1	0	175,893.60	109,118.93	66,774.67	175,893.60	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	1	0	175,893.60	109,118.93	66,774.67	175,893.60	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	1	0	175,893.60	109,118.93	66,774.67	175,893.60	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	1	0	175,893.60	109,118.93	66,774.67	175,893.60	100.0%
00	102	Planning	(Dept)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	1	Community Development	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	206	Customer Service	(Dept)	1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	2	Finance	(Sub-Loc)	1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	250	PPO Payments	(Dept)	1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	25	PPO Payments	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	300	Administration	(Dept)	1	1.8%	0	1	0	0%	0	1	193.50	193.50		193.50	0.1%
00	301	Fire Suppression	(Dept)	12	21.4%	6	3	3	25%	0	12	7,922.89	95,074.64		95,074.64	30.7%
00	303	Emergency Medical Service	(Dept)	7	12.5%	5	1	1	14%	0	7	2,302.35	16,116.43		16,116.43	5.2%
00	3	Fire	(Sub-Loc)	20	35.7%	11	5	4	20%	0	20	5,569.23	111,384.57		111,384.57	36.0%
00	400	Manager's Office	(Dept)	1	1.8%	0	1	0	0%	0	1	4,452.45	4,452.45		4,452.45	1.4%
00	401	Cable TV	(Dept)	1	1.8%	1	0	0	0%	0	1	260.40	260.40		260.40	0.1%
00	402	Boards & Commissions	(Dept)	1	1.8%	1	0	0	0%	0	1	413.43	413.43		413.43	0.1%
00	4	General Government	(Sub-Loc)	3	5.4%	2	1	0	0%	0	3	1,708.76	5,126.28		5,126.28	1.7%
00	600	Administration	(Dept)	1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	6	Human Resources Manage	(Sub-Loc)	1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	700	Patrol	(Dept)	16	28.6%	13	1	2	13%	0	16	1,761.71	28,187.36		28,187.36	9.1%
00	704	Traffic	(Dept)	1	1.8%	1	0	0	0%	0	1	1,159.40	1,159.40		1,159.40	0.4%
00	7	Police	(Sub-Loc)	17	30.4%	14	1	2	12%	0	17	1,726.28	29,346.76		29,346.76	9.5%
00	801	Water & Sewer	(Dept)	4	7.1%	2	2	0	0%	0	4	733.76	2,935.02		2,935.02	0.9%
00	802	Building & Grounds	(Dept)	1	1.8%	0	1	0	0%	0	1	1,411.10	1,411.10		1,411.10	0.5%
00	804	Forestry	(Dept)	5	8.9%	5	0	0	0%	0	5	565.72	2,828.60		2,828.60	0.9%
00	805	Clerical	(Dept)	1	1.8%	1	0	0	0%	0	1	452.50	452.50		452.50	0.1%
00	8	Public Works	(Sub-Loc)	11	19.6%	8	3	0	0%	0	11	693.38	7,627.22		7,627.22	2.5%
00	9	Information Systems	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	168.50	168.50		168.50	0.1%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2015

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
00	01	Village of Hoffman Estates (Loc)		56	100.0%	38	11	7	13%	0	56	5,531.35	309,755.39		309,755.39	100.0%
Totals for 2000 Claims:				56	100.0%	38	11	7	13%	0	56	5,531.35	309,755.39		309,755.39	100.0%
01	300	Administration (Dept)		2	3.1%	1	1	0	0%	0	2	538.72	1,077.44		1,077.44	0.1%
01	301	Fire Suppression (Dept)		8	12.3%	3	3	2	25%	0	8	35,023.68	280,189.41		280,189.41	23.7%
01	303	Emergency Medical Service (Dept)		7	10.8%	2	1	4	57%	0	7	38,418.72	268,931.02		268,931.02	22.7%
01	304	ESDA (Dept)		1	1.5%	1	0	0	0%	0	1	425.39	425.39		425.39	0.0%
01	3	Fire (Sub-Loc)		18	27.7%	7	5	6	33%	0	18	30,590.18	550,623.26		550,623.26	46.5%
01	400	Manager's Office (Dept)		1	1.5%	1	0	0	0%	0	1	4,374.81	4,374.81		4,374.81	0.4%
01	4	General Government (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	4,374.81	4,374.81		4,374.81	0.4%
01	505	Immunization (Dept)		1	1.5%	1	0	0	0%	0	1	391.50	391.50		391.50	0.0%
01	5	Health & Human Services (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	391.50	391.50		391.50	0.0%
01	700	Patrol (Dept)		20	30.8%	11	2	7	35%	0	20	10,615.24	212,304.82		212,304.82	17.9%
01	702	Crime Prevention (Dept)		1	1.5%	1	0	0	0%	0	1	5,663.17	5,663.17		5,663.17	0.5%
01	704	Traffic (Dept)		3	4.6%	1	0	2	67%	0	3	2,887.00	8,660.99		8,660.99	0.7%
01	707	Records (Dept)		4	6.2%	1	0	3	75%	0	4	14,372.31	57,489.25		57,489.25	4.9%
01	7	Police (Sub-Loc)		28	43.1%	14	2	12	43%	0	28	10,147.08	284,118.23		284,118.23	24.0%
01	800	Streets (Dept)		5	7.7%	3	1	1	20%	0	5	48,719.89	243,599.47		243,599.47	20.6%
01	801	Water & Sewer (Dept)		4	6.2%	2	1	1	25%	0	4	24,096.40	96,385.58		96,385.58	8.1%
01	802	Building & Grounds (Dept)		3	4.6%	3	0	0	0%	0	3	422.63	1,267.88		1,267.88	0.1%
01	803	Equipment & Supply (Dept)		1	1.5%	1	0	0	0%	0	1	210.60	210.60		210.60	0.0%
01	804	Forestry (Dept)		3	4.6%	2	1	0	0%	0	3	1,150.17	3,450.50		3,450.50	0.3%
01	8	Public Works (Sub-Loc)		16	24.6%	11	3	2	13%	0	16	21,557.13	344,914.03		344,914.03	29.1%
01	9	Information Systems (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	301.50	301.50		301.50	0.0%
01	01	Village of Hoffman Estates (Loc)		65	100.0%	35	10	20	31%	0	65	18,226.51	1,184,723.33		1,184,723.33	100.0%
Totals for 2001 Claims:				65	100.0%	35	10	20	31%	0	65	18,226.51	1,184,723.33		1,184,723.33	100.0%
02	102	Planning (Dept)		1	2.6%	0	1	0	0%	0	1	28,933.52	28,933.52		28,933.52	3.9%
02	1	Community Development (Sub-Loc)		1	2.6%	0	1	0	0%	0	1	28,933.52	28,933.52		28,933.52	3.9%
02	301	Fire Suppression (Dept)		5	13.2%	1	2	2	40%	0	5	11,335.45	56,677.26		56,677.26	7.6%
02	303	Emergency Medical Service (Dept)		8	21.1%	4	3	1	13%	0	8	7,441.19	59,529.50		59,529.50	8.0%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
02	306	Technical Rescue	(Dept)	1	2.6%	0	1	0	0%	0	1	5,830.00	5,830.00		5,830.00	0.8%
02	3	Fire	(Sub-Loc)	14	36.8%	5	6	3	21%	0	14	8,716.91	122,036.76		122,036.76	16.3%
02	700	Patrol	(Dept)	11	28.9%	5	0	6	55%	0	11	24,662.45	271,286.95		271,286.95	36.3%
02	704	Traffic	(Dept)	1	2.6%	0	0	1	100%	0	1	310,828.16	310,828.16		310,828.16	41.6%
02	706	Communication	(Dept)	1	2.6%	1	0	0	0%	0	1	1,777.50	1,777.50		1,777.50	0.2%
02	7	Police	(Sub-Loc)	13	34.2%	6	0	7	54%	0	13	44,914.82	583,892.61		583,892.61	78.2%
02	800	Streets	(Dept)	5	13.2%	4	1	0	0%	0	5	1,511.20	7,556.00		7,556.00	1.0%
02	801	Water & Sewer	(Dept)	2	5.3%	0	2	0	0%	0	2	1,227.90	2,455.80		2,455.80	0.3%
02	803	Equipment & Supply	(Dept)	1	2.6%	1	0	0	0%	0	1	281.70	281.70		281.70	0.0%
02	804	Forestry	(Dept)	2	5.3%	2	0	0	0%	0	2	642.60	1,285.20		1,285.20	0.2%
02	8	Public Works	(Sub-Loc)	10	26.3%	7	3	0	0%	0	10	1,157.87	11,578.70		11,578.70	1.6%
02	01	Village of Hoffman Estates	(Loc)	38	100.0%	18	10	10	26%	0	38	19,643.20	746,441.59		746,441.59	100.0%
Totals for 2002 Claims:				38	100.0%	18	10	10	26%	0	38	19,643.20	746,441.59		746,441.59	100.0%
03	301	Fire Suppression	(Dept)	5	14.3%	2	1	2	40%	0	5	25,542.01	127,710.07		127,710.07	31.2%
03	303	Emergency Medical Service	(Dept)	12	34.3%	9	1	2	17%	0	12	15,553.15	186,637.80		186,637.80	45.7%
03	305	Underwater Rescue	(Dept)	1	2.9%	1	0	0	0%	0	1	785.49	785.49		785.49	0.2%
03	3	Fire	(Sub-Loc)	18	51.4%	12	2	4	22%	0	18	17,507.41	315,133.36		315,133.36	77.1%
03	700	Patrol	(Dept)	7	20.0%	5	1	1	14%	0	7	1,467.76	10,274.35		10,274.35	2.5%
03	701	Investigations	(Dept)	1	2.9%	0	0	1	100%	0	1	79,722.54	79,722.54		79,722.54	19.5%
03	704	Traffic	(Dept)	3	8.6%	1	2	0	0%	0	3	88.33	265.00		265.00	0.1%
03	7	Police	(Sub-Loc)	11	31.4%	6	3	2	18%	0	11	8,205.63	90,261.89		90,261.89	22.1%
03	801	Water & Sewer	(Dept)	3	8.6%	3	0	0	0%	0	3	699.33	2,098.00		2,098.00	0.5%
03	802	Building & Grounds	(Dept)	2	5.7%	2	0	0	0%	0	2	477.00	954.00		954.00	0.2%
03	803	Equipment & Supply	(Dept)	1	2.9%	1	0	0	0%	0	1	310.50	310.50		310.50	0.1%
03	8	Public Works	(Sub-Loc)	6	17.1%	6	0	0	0%	0	6	560.42	3,362.50		3,362.50	0.8%
03	01	Village of Hoffman Estates	(Loc)	35	100.0%	24	5	6	17%	0	35	11,678.79	408,757.75		408,757.75	100.0%
Totals for 2003 Claims:				35	100.0%	24	5	6	17%	0	35	11,678.79	408,757.75		408,757.75	100.0%
04	201	Water Billing	(Dept)	1	2.1%	1	0	0	0%	0	1	1,295.10	1,295.10		1,295.10	0.1%
04	2	Finance	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	1,295.10	1,295.10		1,295.10	0.1%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
04	301	Fire Suppression	(Dept)	10	20.8%	6	2	2	20%	0	10	4,666.25	46,662.48		46,662.48	4.4%
04	303	Emergency Medical Service	(Dept)	11	22.9%	7	4	0	0%	0	11	12,225.62	134,481.79		134,481.79	12.7%
04	3	Fire	(Sub-Loc)	21	43.8%	13	6	2	10%	0	21	8,625.92	181,144.27		181,144.27	17.1%
04	504	Health Screening	(Dept)	1	2.1%	1	0	0	0%	0	1	405.00	405.00		405.00	0.0%
04	5	Health & Human Services	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	405.00	405.00		405.00	0.0%
04	600	Administration	(Dept)	1	2.1%	1	0	0	0%	0	1	248.68	248.68		248.68	0.0%
04	6	Human Resources Manage	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	248.68	248.68		248.68	0.0%
04	700	Patrol	(Dept)	16	33.3%	12	0	4	25%	0	16	41,219.86	659,517.75		659,517.75	62.4%
04	703	Tactical	(Dept)	2	4.2%	2	0	0	0%	0	2	137.84	275.68		275.68	0.0%
04	7	Police	(Sub-Loc)	18	37.5%	14	0	4	22%	0	18	36,655.19	659,793.43		659,793.43	62.5%
04	800	Streets	(Dept)	3	6.3%	1	0	2	67%	0	3	43,878.25	131,634.74		131,634.74	12.5%
04	801	Water & Sewer	(Dept)	1	2.1%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
04	803	Equipment & Supply	(Dept)	1	2.1%	0	0	1	100%	0	1	81,422.11	81,422.11		81,422.11	7.7%
04	804	Forestry	(Dept)	1	2.1%	1	0	0	0%	0	1	481.50	481.50		481.50	0.0%
04	8	Public Works	(Sub-Loc)	6	12.5%	3	0	3	50%	0	6	35,589.73	213,538.35		213,538.35	20.2%
04	01	Village of Hoffman Estates	(Loc)	48	100.0%	33	6	9	19%	0	48	22,008.85	1,056,424.83		1,056,424.83	100.0%
Totals for 2004 Claims:				48	100.0%	33	6	9	19%	0	48	22,008.85	1,056,424.83		1,056,424.83	100.0%
05	301	Fire Suppression	(Dept)	6	11.3%	4	2	0	0%	0	6	1,012.80	6,076.77		6,076.77	2.0%
05	303	Emergency Medical Service	(Dept)	20	37.7%	12	5	3	15%	0	20	12,979.04	259,580.79		259,580.79	83.9%
05	3	Fire	(Sub-Loc)	26	49.1%	16	7	3	12%	0	26	10,217.60	265,657.56		265,657.56	85.9%
05	504	Health Screening	(Dept)	1	1.9%	1	0	0	0%	0	1	184.50	184.50		184.50	0.1%
05	5	Health & Human Services	(Sub-Loc)	1	1.9%	1	0	0	0%	0	1	184.50	184.50		184.50	0.1%
05	700	Patrol	(Dept)	7	13.2%	5	1	1	14%	0	7	3,015.10	21,105.71		21,105.71	6.8%
05	701	Investigations	(Dept)	1	1.9%	1	0	0	0%	0	1	297.00	297.00		297.00	0.1%
05	704	Traffic	(Dept)	1	1.9%	1	0	0	0%	0	1	1,186.85	1,186.85		1,186.85	0.4%
05	707	Records	(Dept)	1	1.9%	0	0	1	100%	0	1	10,253.45	10,253.45		10,253.45	3.3%
05	7	Police	(Sub-Loc)	10	18.9%	7	1	2	20%	0	10	3,284.30	32,843.01		32,843.01	10.6%
05	800	Streets	(Dept)	4	7.5%	4	0	0	0%	0	4	627.99	2,511.94		2,511.94	0.8%
05	801	Water & Sewer	(Dept)	5	9.4%	5	0	0	0%	0	5	1,066.50	5,332.50		5,332.50	1.7%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2015

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
05	802	Building & Grounds	(Dept)	1	1.9%	1	0	0	0%	0	1	437.00	437.00		437.00	0.1%
05	803	Equipment & Supply	(Dept)	2	3.8%	2	0	0	0%	0	2	697.05	1,394.10		1,394.10	0.5%
05	804	Forestry	(Dept)	4	7.5%	3	1	0	0%	0	4	259.88	1,039.50		1,039.50	0.3%
05	8	Public Works	(Sub-Loc)	16	30.2%	15	1	0	0%	0	16	669.69	10,715.04		10,715.04	3.5%
05	01	Village of Hoffman Estates	(Loc)	53	100.0%	39	9	5	9%	0	53	5,837.74	309,400.11		309,400.11	100.0%
		Totals for 2005 Claims:		53	100.0%	39	9	5	9%	0	53	5,837.74	309,400.11		309,400.11	100.0%
06	201	Water Billing	(Dept)	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06	2	Finance	(Sub-Loc)	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06	301	Fire Suppression	(Dept)	9	16.1%	5	2	2	22%	0	9	38,029.36	342,264.26		342,264.26	31.5%
06	303	Emergency Medical Service	(Dept)	14	25.0%	7	3	4	29%	0	14	39,335.55	550,697.76		550,697.76	50.8%
06	3	Fire	(Sub-Loc)	23	41.1%	12	5	6	26%	0	23	38,824.44	892,962.02		892,962.02	82.3%
06	700	Patrol	(Dept)	17	30.4%	11	3	3	18%	0	17	3,949.26	67,137.34		67,137.34	6.2%
06	701	Investigations	(Dept)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
06	703	Tactical	(Dept)	4	7.1%	3	1	0	0%	0	4	2,311.32	9,245.26		9,245.26	0.9%
06	704	Traffic	(Dept)	2	3.6%	2	0	0	0%	0	2	3,850.97	7,701.94		7,701.94	0.7%
06	707	Records	(Dept)	1	1.8%	0	0	1	100%	0	1	25,046.89	25,046.89		25,046.89	2.3%
06	7	Police	(Sub-Loc)	25	44.6%	17	4	4	16%	0	25	4,365.26	109,131.43		109,131.43	10.1%
06	800	Streets	(Dept)	1	1.8%	1	0	0	0%	0	1	4,201.51	4,201.51		4,201.51	0.4%
06	801	Water & Sewer	(Dept)	2	3.6%	1	1	0	0%	0	2	112.50	225.00		225.00	0.0%
06	802	Building & Grounds	(Dept)	1	1.8%	0	1	0	0%	0	1	70,689.99	70,689.99		70,689.99	6.5%
06	804	Forestry	(Dept)	3	5.4%	3	0	0	0%	0	3	2,038.90	6,116.71		6,116.71	0.6%
06	8	Public Works	(Sub-Loc)	7	12.5%	5	2	0	0%	0	7	11,604.74	81,233.21		81,233.21	7.5%
06	01	Village of Hoffman Estates	(Loc)	56	100.0%	34	12	10	18%	0	56	19,372.39	1,084,854.03		1,084,854.03	100.0%
		Totals for 2006 Claims:		56	100.0%	34	12	10	18%	0	56	19,372.39	1,084,854.03		1,084,854.03	100.0%
07	301	Fire Suppression	(Dept)	9	18.8%	7	0	2	22%	0	9	42,805.36	385,248.23		385,248.23	50.6%
07	303	Emergency Medical Service	(Dept)	7	14.6%	6	0	1	14%	0	7	2,644.72	18,513.01		18,513.01	2.4%
07	3	Fire	(Sub-Loc)	16	33.3%	13	0	3	19%	0	16	25,235.08	403,761.24		403,761.24	53.0%
07	600	Administration	(Dept)	1	2.1%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
07	6	Human Resources Manage	(Sub-Loc)	1	2.1%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
07	700	Patrol	(Dept)	10	20.8%	6	2	2	20%	1	9	17,880.50	174,115.28	4,689.67	178,804.95	23.5%
07	703	Tactical	(Dept)	2	4.2%	2	0	0	0%	0	2	356.16	712.31		712.31	0.1%
07	704	Traffic	(Dept)	4	8.3%	2	1	1	25%	0	4	4,376.80	17,507.19		17,507.19	2.3%
07	7	Police	(Sub-Loc)	16	33.3%	10	3	3	19%	1	15	12,314.03	192,334.78	4,689.67	197,024.45	25.9%
07	800	Streets	(Dept)	3	6.3%	2	0	1	33%	0	3	8,294.56	24,883.69		24,883.69	3.3%
07	801	Water & Sewer	(Dept)	4	8.3%	4	0	0	0%	0	4	1,093.37	4,373.47		4,373.47	0.6%
07	802	Building & Grounds	(Dept)	1	2.1%	1	0	0	0%	0	1	743.84	743.84		743.84	0.1%
07	803	Equipment & Supply	(Dept)	3	6.3%	3	0	0	0%	0	3	1,148.10	3,444.30		3,444.30	0.5%
07	804	Forestry	(Dept)	4	8.3%	3	0	1	25%	0	4	31,828.77	127,315.08		127,315.08	16.7%
07	8	Public Works	(Sub-Loc)	15	31.3%	13	0	2	13%	0	15	10,717.36	160,760.38		160,760.38	21.1%
07	01	Village of Hoffman Estates	(Loc)	48	100.0%	36	4	8	17%	1	47	15,865.54	756,856.40	4,689.67	761,546.07	100.0%
Totals for 2007 Claims:				48	100.0%	36	4	8	17%	1	47	15,865.54	756,856.40	4,689.67	761,546.07	100.0%
08	200	Accounting	(Dept)	1	1.6%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
08	206	Customer Service	(Dept)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	2	Finance	(Sub-Loc)	2	3.1%	1	1	0	0%	0	2	0.00	0.00		0.00	0.0%
08	300	Administration	(Dept)	1	1.6%	1	0	0	0%	0	1	3,466.28	3,466.28		3,466.28	0.7%
08	301	Fire Suppression	(Dept)	14	21.9%	11	2	1	7%	0	14	1,747.67	24,467.38		24,467.38	4.8%
08	303	Emergency Medical Service	(Dept)	22	34.4%	17	2	3	14%	0	22	10,444.02	229,768.34		229,768.34	44.8%
08	3	Fire	(Sub-Loc)	37	57.8%	29	4	4	11%	0	37	6,964.92	257,702.00		257,702.00	50.2%
08	400	Manager's Office	(Dept)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	4	General Government	(Sub-Loc)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	700	Patrol	(Dept)	7	10.9%	4	0	3	43%	0	7	8,533.91	59,737.37		59,737.37	11.6%
08	701	Investigations	(Dept)	1	1.6%	0	0	1	100%	0	1	80,561.35	80,561.35		80,561.35	15.7%
08	703	Tactical	(Dept)	2	3.1%	2	0	0	0%	0	2	953.81	1,907.61		1,907.61	0.4%
08	704	Traffic	(Dept)	1	1.6%	0	1	0	0%	0	1	8,049.19	8,049.19		8,049.19	1.6%
08	705	Canine	(Dept)	1	1.6%	1	0	0	0%	0	1	5,940.13	5,940.13		5,940.13	1.2%
08	7	Police	(Sub-Loc)	12	18.8%	7	1	4	33%	0	12	13,016.30	156,195.65		156,195.65	30.4%
08	800	Streets	(Dept)	5	7.8%	4	1	0	0%	0	5	661.38	3,306.90		3,306.90	0.6%
08	801	Water & Sewer	(Dept)	5	7.8%	4	1	0	0%	0	5	410.40	2,052.00		2,052.00	0.4%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
08	804	Forestry	(Dept)	2	3.1%	1	0	1	50%	0	2	46,969.21	93,938.41		93,938.41	18.3%
08	8	Public Works	(Sub-Loc)	12	18.8%	9	2	1	8%	0	12	8,274.78	99,297.31		99,297.31	19.3%
08	01	Village of Hoffman Estates	(Loc)	64	100.0%	46	9	9	14%	0	64	8,018.67	513,194.96		513,194.96	100.0%
Totals for 2008 Claims:				64	100.0%	46	9	9	14%	0	64	8,018.67	513,194.96		513,194.96	100.0%
09	300	Administration	(Dept)	2	3.8%	1	1	0	0%	0	2	7,601.49	15,202.97		15,202.97	2.2%
09	301	Fire Suppression	(Dept)	14	26.4%	11	3	0	0%	0	14	4,642.64	64,996.99		64,996.99	9.3%
09	303	Emergency Medical Service	(Dept)	20	37.7%	13	4	3	15%	0	20	17,948.22	358,964.35		358,964.35	51.1%
09	3	Fire	(Sub-Loc)	36	67.9%	25	8	3	8%	0	36	12,199.01	439,164.31		439,164.31	62.6%
09	600	Administration	(Dept)	1	1.9%	0	0	1	100%	0	1	19,350.10	19,350.10		19,350.10	2.8%
09	6	Human Resources Manage	(Sub-Loc)	1	1.9%	0	0	1	100%	0	1	19,350.10	19,350.10		19,350.10	2.8%
09	700	Patrol	(Dept)	8	15.1%	2	2	4	50%	0	8	18,574.08	148,592.67		148,592.67	21.2%
09	704	Traffic	(Dept)	1	1.9%	1	0	0	0%	0	1	2,457.38	2,457.38		2,457.38	0.4%
09	707	Records	(Dept)	1	1.9%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
09	7	Police	(Sub-Loc)	10	18.9%	4	2	4	40%	0	10	15,105.01	151,050.05		151,050.05	21.5%
09	800	Streets	(Dept)	1	1.9%	0	0	1	100%	0	1	85,580.51	85,580.51		85,580.51	12.2%
09	801	Water & Sewer	(Dept)	2	3.8%	2	0	0	0%	0	2	592.65	1,185.30		1,185.30	0.2%
09	803	Equipment & Supply	(Dept)	1	1.9%	0	1	0	0%	0	1	4,634.90	4,634.90		4,634.90	0.7%
09	804	Forestry	(Dept)	2	3.8%	2	0	0	0%	0	2	551.70	1,103.40		1,103.40	0.2%
09	8	Public Works	(Sub-Loc)	6	11.3%	4	1	1	17%	0	6	15,417.35	92,504.11		92,504.11	13.2%
09	01	Village of Hoffman Estates	(Loc)	53	100.0%	33	11	9	17%	0	53	13,246.58	702,068.57		702,068.57	100.0%
Totals for 2009 Claims:				53	100.0%	33	11	9	17%	0	53	13,246.58	702,068.57		702,068.57	100.0%
10	200	Accounting	(Dept)	2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.6%
10	2	Finance	(Sub-Loc)	2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.6%
10	250	PPO Payments	(Dept)	1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.4%
10	25	PPO Payments	(Sub-Loc)	1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.4%
10	301	Fire Suppression	(Dept)	8	19.0%	3	5	0	0%	0	8	3,252.66	26,021.31		26,021.31	4.5%
10	303	Emergency Medical Service	(Dept)	8	19.0%	4	1	3	38%	0	8	22,624.71	180,997.64		180,997.64	31.2%
10	3	Fire	(Sub-Loc)	16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	35.7%
10	700	Patrol	(Dept)	15	35.7%	7	4	4	27%	1	14	18,525.79	262,552.50	15,334.29	277,886.79	47.9%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
10	7	Police	(Sub-Loc)	15	35.7%	7	4	4	27%	1	14	18,525.79	262,552.50	15,334.29	277,886.79	47.9%
10	800	Streets	(Dept)	3	7.1%	2	1	0	0%	0	3	251.71	755.12		755.12	0.1%
10	801	Water & Sewer	(Dept)	3	7.1%	3	0	0	0%	0	3	2,370.53	7,111.59		7,111.59	1.2%
10	802	Building & Grounds	(Dept)	1	2.4%	1	0	0	0%	0	1	541.00	541.00		541.00	0.1%
10	804	Forestry	(Dept)	1	2.4%	0	1	0	0%	0	1	17,684.94	17,684.94		17,684.94	3.0%
10	8	Public Works	(Sub-Loc)	8	19.0%	6	2	0	0%	0	8	3,261.58	26,092.65		26,092.65	4.5%
10	01	Village of Hoffman Estates	(Loc)	42	100.0%	21	13	8	19%	1	41	13,825.50	565,336.90	15,334.29	580,671.19	100.0%
Totals for 2010 Claims:				42	100.0%	21	13	8	19%	1	41	13,825.50	565,336.90	15,334.29	580,671.19	100.0%
11	200	Accounting	(Dept)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	2	Finance	(Sub-Loc)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	250	PPO Payments	(Dept)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11	25	PPO Payments	(Sub-Loc)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11	301	Fire Suppression	(Dept)	4	12.9%	2	1	1	25%	1	3	61,241.86	173,000.97	71,966.47	244,967.44	33.2%
11	303	Emergency Medical Service	(Dept)	11	35.5%	9	0	2	18%	0	11	19,510.89	214,619.81		214,619.81	29.1%
11	3	Fire	(Sub-Loc)	15	48.4%	11	1	3	20%	1	14	30,639.15	387,620.78	71,966.47	459,587.25	62.3%
11	700	Patrol	(Dept)	10	32.3%	6	1	3	30%	2	8	24,762.44	225,188.29	22,436.06	247,624.35	33.6%
11	703	Tactical	(Dept)	1	3.2%	0	1	0	0%	0	1	6,447.68	6,447.68		6,447.68	0.9%
11	7	Police	(Sub-Loc)	11	35.5%	6	2	3	27%	2	9	23,097.46	231,635.97	22,436.06	254,072.03	34.5%
11	801	Water & Sewer	(Dept)	1	3.2%	1	0	0	0%	0	1	489.57	489.57		489.57	0.1%
11	804	Forestry	(Dept)	1	3.2%	1	0	0	0%	0	1	2,769.16	2,769.16		2,769.16	0.4%
11	805	Clerical	(Dept)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	8	Public Works	(Sub-Loc)	3	9.7%	2	1	0	0%	0	3	1,086.24	3,258.73		3,258.73	0.4%
11	01	Village of Hoffman Estates	(Loc)	31	100.0%	20	5	6	19%	3	28	23,786.30	642,972.64	94,402.53	737,375.17	100.0%
Totals for 2011 Claims:				31	100.0%	20	5	6	19%	3	28	23,786.30	642,972.64	94,402.53	737,375.17	100.0%
12	101	Engineering/Transportation	(Dept)	1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.5%
12	1	Community Development	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.5%
12	250	PPO Payments	(Dept)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	15.1%
12	25	PPO Payments	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	15.1%
12	301	Fire Suppression	(Dept)	12	27.9%	10	1	1	8%	1	11	1,694.43	17,521.08	2,812.04	20,333.12	6.2%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2015

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
12	303	Emergency Medical Service	(Dept)	8	18.6%	7	0	1	13%	0	8	21,774.10	174,192.76		174,192.76	53.4%
12	3	Fire	(Sub-Loc)	20	46.5%	17	1	2	10%	1	19	9,726.29	191,713.84	2,812.04	194,525.88	59.7%
12	700	Patrol	(Dept)	9	20.9%	6	1	2	22%	1	8	7,326.18	65,426.69	508.92	65,935.61	20.2%
12	701	Investigations	(Dept)	2	4.7%	1	1	0	0%	0	2	341.20	682.40		682.40	0.2%
12	704	Traffic	(Dept)	1	2.3%	1	0	0	0%	0	1	4,940.28	4,940.28		4,940.28	1.5%
12	7	Police	(Sub-Loc)	12	27.9%	8	2	2	17%	1	11	5,963.19	71,049.37	508.92	71,558.29	22.0%
12	800	Streets	(Dept)	3	7.0%	2	1	0	0%	0	3	296.81	890.43		890.43	0.3%
12	801	Water & Sewer	(Dept)	5	11.6%	4	1	0	0%	0	5	1,614.09	8,070.44		8,070.44	2.5%
12	804	Forestry	(Dept)	1	2.3%	1	0	0	0%	0	1	257.70	257.70		257.70	0.1%
12	8	Public Works	(Sub-Loc)	9	20.9%	7	2	0	0%	0	9	1,024.29	9,218.57		9,218.57	2.8%
12	01	Village of Hoffman Estates	(Loc)	43	100.0%	34	5	4	9%	2	41	7,580.82	322,654.14	3,320.96	325,975.10	100.0%
Totals for 2012 Claims:				43	100.0%	34	5	4	9%	2	41	7,580.82	322,654.14	3,320.96	325,975.10	100.0%
13	102	Planning	(Dept)	1	2.6%	0	1	0	0%	0	1	481.33	481.33		481.33	0.1%
13	1	Community Development	(Sub-Loc)	1	2.6%	0	1	0	0%	0	1	481.33	481.33		481.33	0.1%
13	200	Accounting	(Dept)	1	2.6%	1	0	0	0%	0	1	342.41	342.41		342.41	0.1%
13	2	Finance	(Sub-Loc)	1	2.6%	1	0	0	0%	0	1	342.41	342.41		342.41	0.1%
13	301	Fire Suppression	(Dept)	8	20.5%	6	2	0	0%	0	8	3,688.49	29,507.89		29,507.89	6.9%
13	303	Emergency Medical Service	(Dept)	6	15.4%	3	1	2	33%	1	5	36,194.24	196,086.12	21,079.31	217,165.43	51.0%
13	3	Fire	(Sub-Loc)	14	35.9%	9	3	2	14%	1	13	17,619.52	225,594.01	21,079.31	246,673.32	57.9%
13	700	Patrol	(Dept)	12	30.8%	4	2	6	50%	5	7	12,340.97	71,036.11	77,055.48	148,091.59	34.8%
13	701	Investigations	(Dept)	1	2.6%	1	0	0	0%	0	1	1,134.37	1,134.37		1,134.37	0.3%
13	7	Police	(Sub-Loc)	13	33.3%	5	2	6	46%	5	8	11,478.92	72,170.48	77,055.48	149,225.96	35.0%
13	801	Water & Sewer	(Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.8%
13	804	Forestry	(Dept)	1	2.6%	1	0	0	0%	0	1	471.75	471.75		471.75	0.1%
13	8	Public Works	(Sub-Loc)	10	25.6%	9	1	0	0%	0	10	2,943.32	29,433.19		29,433.19	6.9%
13	01	Village of Hoffman Estates	(Loc)	39	100.0%	24	7	8	21%	6	33	10,927.08	328,021.42	98,134.79	426,156.21	100.0%
Totals for 2013 Claims:				39	100.0%	24	7	8	21%	6	33	10,927.08	328,021.42	98,134.79	426,156.21	100.0%
14	100	Code Enforcement	(Dept)	1	2.0%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
14	102	Planning	(Dept)	1	2.0%	1	0	0	0%	0	1	642.39	642.39		642.39	0.1%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2015

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
14	1	Community Development	(Sub-Loc)	2	4.1%	1	1	0	0%	0	2	321.20	642.39		642.39	0.1%
14	301	Fire Suppression	(Dept)	12	24.5%	9	0	3	25%	3	9	25,489.79	141,460.98	164,416.44	305,877.42	52.8%
14	303	Emergency Medical Service	(Dept)	6	12.2%	4	1	1	17%	0	6	7,661.19	45,967.12		45,967.12	7.9%
14	3	Fire	(Sub-Loc)	18	36.7%	13	1	4	22%	3	15	19,546.92	187,428.10	164,416.44	351,844.54	60.8%
14	401	Cable TV	(Dept)	1	2.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
14	4	General Government	(Sub-Loc)	1	2.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
14	600	Administration	(Dept)	1	2.0%	1	0	0	0%	0	1	2,934.04	2,934.04		2,934.04	0.5%
14	6	Human Resources Manage	(Sub-Loc)	1	2.0%	1	0	0	0%	0	1	2,934.04	2,934.04		2,934.04	0.5%
14	700	Patrol	(Dept)	16	32.7%	12	3	1	6%	1	15	13,287.72	101,861.65	110,741.92	212,603.57	36.7%
14	701	Investigations	(Dept)	1	2.0%	0	1	0	0%	0	1	213.50	213.50		213.50	0.0%
14	704	Traffic	(Dept)	1	2.0%	1	0	0	0%	0	1	1,148.28	1,148.28		1,148.28	0.2%
14	7	Police	(Sub-Loc)	18	36.7%	13	4	1	6%	1	17	11,886.96	103,223.43	110,741.92	213,965.35	37.0%
14	800	Streets	(Dept)	1	2.0%	1	0	0	0%	0	1	342.54	342.54		342.54	0.1%
14	801	Water & Sewer	(Dept)	5	10.2%	3	2	0	0%	0	5	1,205.25	6,026.24		6,026.24	1.0%
14	804	Forestry	(Dept)	3	6.1%	3	0	0	0%	0	3	1,103.67	3,311.00		3,311.00	0.6%
14	8	Public Works	(Sub-Loc)	9	18.4%	7	2	0	0%	0	9	1,075.53	9,679.78		9,679.78	1.7%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	36	8	5	10%	4	45	11,817.68	303,907.74	275,158.36	579,066.10	100.0%
Totals for 2014 Claims:				49	100.0%	36	8	5	10%	4	45	11,817.68	303,907.74	275,158.36	579,066.10	100.0%
15	100	Code Enforcement	(Dept)	1	4.5%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	1	Community Development	(Sub-Loc)	1	4.5%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	301	Fire Suppression	(Dept)	6	27.3%	3	3	0	0%	4	2	31,640.72	121,400.87	68,443.43	189,844.30	55.9%
15	303	Emergency Medical Service	(Dept)	5	22.7%	3	2	0	0%	3	2	14,456.47	3,095.07	69,187.26	72,282.33	21.3%
15	3	Fire	(Sub-Loc)	11	50.0%	6	5	0	0%	7	4	23,829.69	124,495.94	137,630.69	262,126.63	77.2%
15	505	Immunization	(Dept)	1	4.5%	1	0	0	0%	0	1	958.06	958.06		958.06	0.3%
15	5	Health & Human Services	(Sub-Loc)	1	4.5%	1	0	0	0%	0	1	958.06	958.06		958.06	0.3%
15	700	Patrol	(Dept)	4	18.2%	3	0	1	25%	3	1	16,762.69	35,334.37	31,716.38	67,050.75	19.7%
15	701	Investigations	(Dept)	1	4.5%	0	1	0	0%	1	0	1,947.21	778.00	1,169.21	1,947.21	0.6%
15	7	Police	(Sub-Loc)	5	22.7%	3	1	1	20%	4	1	13,799.59	36,112.37	32,885.59	68,997.96	20.3%
15	800	Streets	(Dept)	1	4.5%	1	0	0	0%	0	1	184.04	184.04		184.04	0.1%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2015**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
15	801	Water & Sewer	(Dept)	1	4.5%	1	0	0	0%	0	1	582.07	582.07		582.07	0.2%
15	802	Building & Grounds	(Dept)	1	4.5%	1	0	0	0%	0	1	361.60	361.60		361.60	0.1%
15	804	Forestry	(Dept)	1	4.5%	1	0	0	0%	0	1	6,160.47	6,160.47		6,160.47	1.8%
15	8	Public Works	(Sub-Loc)	4	18.2%	4	0	0	0%	0	4	1,822.05	7,288.18		7,288.18	2.1%
15	01	Village of Hoffman Estates	(Loc)	22	100.0%	15	6	1	5%	11	11	15,442.86	169,226.54	170,516.28	339,742.82	100.0%
Totals for 2015 Claims:				22	100.0%	15	6	1	5%	11	11	15,442.86	169,226.54	170,516.28	339,742.82	100.0%
250	Village of Hoffman Estates			743		486	131	126		29	714	13,784.72	9,513,715.27	728,331.55	10,242,046.82	

Open Medical: 4
Open Comp: 6
Open Legal: 19