

AGENDA
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
VILLAGE OF HOFFMAN ESTATES
February 13, 2017

Immediately Following Planning, Building & Zoning

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 – January 9, 2017

NEW BUSINESS

1. Request acceptance of Cable TV Monthly Report.
2. Request acceptance of Human Resources Management Monthly Report.
3. Request acceptance of Legislative Operations & Outreach Monthly Report.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

January 9, 2017

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:**

**Jim Norris, Village Manager
Patti Cross, Asst. Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Village Mgr., Dev. Services
Kevin Kramer, Director of Economic Dev.
Peter Gugliotta, Director of Planning
Joe Weesner, Senior Traffic Engineer
Monica Saavedra, Director of H&HS
Ted Bos, Police Chief
Fred Besenhoffer, Director of IS
Bruce Anderson, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:15 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Gaeta, to approve the General Administration & Personnel Committee meeting minutes of December 12, 2016. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request acceptance of the Cable TV Monthly Report.

The Cable TV Monthly Report was presented to Committee.

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

2. Request acceptance of the Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was presented to Committee.

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

3. Request acceptance of Legislative Operations & Outreach Monthly Report.

The Legislative Operations & Outreach Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Legislative Operations & Outreach Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

Mayor McLeod reported that he attended the Executive Committee of the NWMC on Wednesday, January 4, and the wake for Scott Troeger of Willow Creek on Thursday, January 5. He attended a Wings Leadership Board meeting today, January 9.

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Mills, to adjourn the meeting at 7:16 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

VILLAGE OF HOFFMAN ESTATES

Memo

To: Jim Norris
From: Bruce Anderson
Regarding: Cable TV Report
Date: February 9, 2017

Citizen Segments

This month the Citizen covers: Schaumburg Township District Library Renovations, the Devonshire and Sullivan Ostoich ribbon cuttings and Health & Human Services Activities.

Citizen Segments and Programs in development:

State of the Village and Year-in-Review
Chamber Celebration of Excellence
HEHS/Dist. 54 Concerts
Heart Health
Alden Valentines

Editing System

Components are being ordered for the new editing system. It is hoped that installation can begin in March.

Martin Luther King Celebration

The Martin Luther King Celebration is airing.

Heart of Hoffman

This month, the "Heart of Hoffman," looks at Kids Hope USA.

Cleopatra

The Senior Commission presentation of Cleopatra is being aired.

Concerts

The HEHS and District 54 Choral concert is airing and the band concert is being edited.

Sports

Basketball ends on February 17. Baseball begins in late March or early April, weather permitting.

Complaints/Inquiries

There were no new inquiries last month and no inquiries outstanding.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

January 2017

Staffing Activity

New Starts: 9 – Firefighter/Paramedic (3)
 Police Officer (3)
 Maintenance I
 PW Staff Assistant
 Clinic Nurse

Separations: 1 – Engineering Intern

Transfers: 0

Retirees: 0

Promotions: 1 - Maintenance I Tech to Maintenance II

Reclassifications: 2– Dev. Services Coordinator to Dev. Services Coord./Rental Program Mgr
 - Maintenance II Crew Leader to PW Supervisor

Change in Status: 0

Staffing:	Full Time Employees	339 budgeted	329 current
	Part Time Employees	68 budgeted	62 current
	Temporary Employees	1 budgeted	2 current
	Seasonal Employees	24 budgeted	2 current
	Paid Interns	6 budgeted	3 current

Month & Year-to-Date Activity:

0 Seasonals with	0 for year
1 Promotions with	1 for year
1 Separations with	1 for year
0 Retirements with	0 for year
0 Transfer with	0 for year

Recruitment Activity**Maintenance II – Public Works Dept.**

Posted 01/06/2017. 1 application received. Application was forwarded to the PW Director and Asst. Director after the deadline. Candidate was recommended for hire and was promoted on 01/23/2017.

Water Billing Customer Service Rep – Finance Dept.

Posted internally 01/27/2017. 1 applications received to date. Applications will be forwarded to the supervisor and Director after the 02/06/2017 deadline.

PT Fire Inspector (2) – Development Services Dept.

The position was posted on the Village website and social media and broadcast email. It was also posted on the IFIA, ICC, NWBOCA, IAFC and Daily Dispatch websites, as well as with several Illinois colleges with Fire Prevention and Safety programs. Applications will be forwarded to the Fire Chief and Director of Planning, Building and Code Enforcement as they are received.

PT Plumbing Inspector - Public Works

Posted internally on 10/07/2016. Five applications received. The position was posted on the Village website and social media, Indeed job board and Public Salary. We also posted on the websites for the Northern IL American Backflow Prevention Assoc., IL Plumbing Inspectors Association, American Public Works Association and the Illinois Association for Code Enforcement. To date we have not received any qualified applicants. The Director has reviewed options regarding this position and has decided to close the posting.

Alternate Crossing Guard – Police

Posted 8/24/2016. Position posted on the Village website, social media, and electronic boards. Applications are being reviewed by the Traffic Sergeant as they are received. . This is an ongoing recruitment. Applications are being reviewed by the Traffic Sergeant as they are received. After reviewing the current status of the Alternate Crossing Guard pool, the Traffic Sergeant decided to close this recruitment.

Maintenance I Forestry - Public Works

This is an internal and external recruitment. Posted 11/7/2016 for internal applicants. No internal applications received. 53 external applications received from previous recruitment. External candidate interviews were held on 11/17 and 11/18. An offer was made and accepted. After successfully completing pre-employment screening, applicant started on January 16, 2017.

Assistant to the Village Manager - General Government

Posted 11/25/2016. The position was posted on the Village website and social media, on the Indeed job board, with ILCMA/IAMMA and on the Public Salary website.

Applications are being forwarded to the Village Manager and Deputy Village Manager as they are received. Eleven applicants were asked to complete a pre-interview screening questionnaire. Of those, five were invited to participate in an assessment center for the position on 01/26/2017. The Deputy Village Manager and Village Manager are reviewing the results from the assessment center.

Cable TV Intern - General Government

Posted 11/25/2016. The position was posted on the Village website and social media and with the Illinois Media School. Applications will be forwarded to the Cable TV Coordinator as they are received. A former Cable TV Assistant became available and the Cable TV Coordinator has asked him to return to fill our current opening. He accepted and is completing the pre-employment screening process.

Civil Engineer I - Development Services

Posted 11/29/2016. The position was posted on the Village website, social media, APWA website, Indeed, Public Salary and twenty university websites. Applications were forwarded to the interview team after the deadline. Eight applicants were chosen to advance in the recruitment process. Screening questions were emailed to them to complete by January 5, 2017. Based on written response and application materials, five candidates were chosen for interview. An offer was made to one candidate. He accepted and is currently completing pre-employment screening.

Civil Engineering Summer Intern - Development Services (3)

Posted 11/28/2016. The position was posted on the Village website, social media, Indeed job board, Public Salary and twenty university websites. Applications were forwarded to the interview team as they were received. Six candidates were interviewed in December and two more will be interviewed on 01/03/2017. Offers were made to three of the candidates. They accepted and are currently completing pre-employment screening.

Clinic Nurse - Health & Human Services

Nursing supervisor conducted interviews and made an offer to one candidate. The candidate accepted and successfully completed pre-employment screening. She started on January 9, 2017.

Development Service Technician - Development Services

Posted 12/05/2016. The position was posted on the Village website, social media, Indeed job board, Public Salary and five university websites. Applications were forwarded to the interview team as they are received. It was decided to move three candidates forward for interview in January. Interviews took place 01/25 and 01/26. An offer was made to one of the candidates. He accepted and is completing pre-employment screening. He is expected to start in February.

Traffic Supervisor – Public Works

Posted internally on 12/21/2016. Applications were forwarded to the PW Director and Asst. Director after the deadline. Applicants were tested on computer skills 01/13/17. Interviews took place on 01/30/2017. Candidates will participate in a practical exercise the first week of February.

Labor/Management Relations

Contract Status:

Police (Metropolitan Alliance of Police - MAP Chapter 96) – Contract (Jan. 1, 2016 - December 31, 2018).

Fire (International Association of Firefighters - Local 2061) – Contract (January 1, 2012 – December 31, 2020).

Public Works (International Brotherhood of Teamsters, Local 700) – Contract (Jan. 1, 2016 – Dec. 31, 2019).

Police Sergeants (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2017 – December 31, 2019).

Grievances

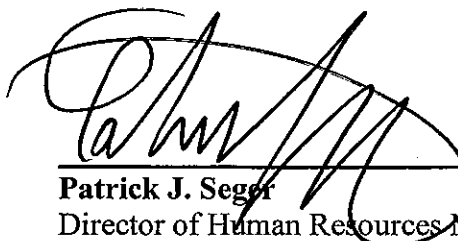
One (1) grievance filed by IAFF Local 2061 – Step 2 hearing.

Personnel/Benefits/Employee Services

- As staff liaison to the Celtic Fest Commission and the Cultural Awareness Commission, the Director of HRM attended the monthly meeting.
- As Chair of the IPBC, the Director of HRM participated in the IPBC Executive Board meetings.
- Assistant to the HRM Director participated in the Wellness Committee meetings.
- HRM staff participated in the Assessment Center for the Assistant to the Village Manager position.

Risk Management/Safety/Loss Control

- Continued to facilitate the proper handling of all open workers' compensation claims.
- Conducted a mandatory random Federal Department of Transportation drug and alcohol test. There was no positive result.
- Conducted meetings with staff related to a high exposure workers' compensation claims.
- Met with staff to discuss a potential ADA issue.
- Met with HR staff to discuss the implementation of a comprehensive training program.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.
- Continue to provide consultation related to risk management issues related to the Sears Centre.
- Provided continual written updates to appropriate management staff related to the status of several open workers' compensation claims.
- Continued to coordinated the claims management of a high exposure property damage claim.
- 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
JANUARY 2017**

RECRUITMENTS

POSITION TITLE: PW Supervisor (Internal only) – Traffic
DEPARTMENT: Public Works
DATE POSTED: 12/21/2016
AD DEADLINE: 01/04/2017
APPLICATIONS REC'D: 5 applications received
STATUS: The position was posted internally. Applications were forwarded to the PW Director and Asst. Director after the deadline. Applicants were tested on computer skills 01/13/17. Interviews took place on 01/30/2017. Candidates will participate in a practical exercise the first week of February.

POSITION TITLE: Water Billing Customer Service Rep
DEPARTMENT: Finance
DATE POSTED: 01/27/2017
AD DEADLINE: 02/06/2017
APPLICATIONS REC'D: 1 application received to date
STATUS: The position was posted internally. Applications will be forwarded to the supervisor and Director after the deadline.

POSITION TITLE: PT Plumbing Inspector
DEPARTMENT: Public Works
DATE POSTED: 10/7/2016
AD DEADLINE: Until filled
APPLICATIONS REC'D: 6 applications received
STATUS: The position was posted on the Village website and social media, Indeed job board and Public Salary. We also posted on the websites for the Northern IL American Backflow Prevention Assoc., IL Plumbing Inspectors Association, American Public Works Association and the Illinois Association for Code Enforcement. The Director has reviewed options regarding this position and has decided to close the posting.

POSITION TITLE: Assistant to the Village Manager
DEPARTMENT: General Government
DATE POSTED: 11/25/2016
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 143 applications received
STATUS: The position was posted on the Village website and social media, on the Indeed job board, with ILCMA/IAMMA and on the Public Salary website. Applications are being forwarded to the Village Manager and

Deputy Village Manager as they are received. Eleven applicants were asked to complete a pre-interview screening questionnaire. Of those, five were invited to participate in an assessment center for the position on 01/26/2017. The Deputy Village Manager and Village Manager are reviewing the results from the assessment center.

POSITION TITLE: Cable TV Intern
DEPARTMENT: General Government
DATE POSTED: 11/25/2016
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 1 applications received to date
STATUS: The position was posted on the Village website and social media and with the Illinois Media School. Applications will be forwarded to the Cable TV Coordinator as they are received. A former Cable TV Assistant became available and the Cable TV Coordinator has asked him to return to fill our current opening. He accepted and is completing the pre-employment screening process.

POSITION TITLE: Civil Engineer I
DEPARTMENT: Development Services
DATE POSTED: 11/29/2016
AD DEADLINE: 12/23/2016
APPLICATIONS REC'D: 61 applications received
STATUS: The position was posted on the Village website, social media, APWA website, Indeed, Public Salary and twenty university websites. Applications were forwarded to the interview team after the deadline. Eight applicants were chosen to advance in the recruitment process. Screening questions were emailed to them to complete by January 5, 2017. Based on written response and application materials, five candidates were chosen for interview. An offer was made to one candidate. He accepted and is currently completing pre-employment screening.

POSITION TITLE: Civil Engineering Summer Intern (3)
DEPARTMENT: Development Services
DATE POSTED: 11/28/2016
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 130 applications received
STATUS: The position was posted on the Village website, social media, Indeed job board, Public Salary and twenty university websites. Applications were forwarded to the interview team as they were received. Six candidates were interviewed in December and two more were interviewed on 01/03/2017. Offers were made to three of the candidates. They accepted and are currently completing pre-employment screening.

POSITION TITLE: Alternate Crossing Guard
DEPARTMENT: Police
DATE POSTED: 08/24/2016
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 5 applications received

STATUS: Position posted on the Village website, social media, and electronic boards. This is an ongoing recruitment. Applications are being reviewed by the Traffic Sergeant as they are received. After reviewing the current status of the Alternate Crossing Guard pool, the Traffic Sergeant decided to close this recruitment.

POSITION TITLE: Development Services Technician
DEPARTMENT: Development Services
DATE POSTED: 12/05/2016
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 30 applications received to date
STATUS: The position was posted on the Village website, social media, Indeed job board, Public Salary and five university websites. Applications were forwarded to the interview team as they are received. It was decided to move three candidates forward for interview in January. Interviews took place 01/25 and 01/26. An offer was made to one of the candidates. He accepted and is completing pre-employment screening. He is expected to start in February.

POSITION TITLE: PT Fire Inspector (2)
DEPARTMENT: Development Services
DATE POSTED: 01/19/2017
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 2 applications received to date
STATUS: The position was posted on the Village website and social media and broadcast email. It was also posted on the IFIA, ICC, NWBOCA, IAFC and Daily Dispatch websites, as well as with several Illinois colleges with Fire Prevention and Safety programs. Applications will be forwarded to the Fire Chief and Director of Planning, Building and Code Enforcement as they are received.

NEW STARTS

POSITION TITLE: Maintenance I (Internal & External) -- Forestry
DEPARTMENT: Public Works
DATE POSTED: 11/07/2016
AD DEADLINE: 11/11/2016
APPLICATIONS REC'D: 53 external applications received from previous recruitment
STATUS: The position was posted internally. External applicants from the previous recruitment were considered for these positions. External candidate interviews were held on 11/17 and 11/18. An offer was made and accepted. After successfully completing pre-employment screening, applicant started on January 16, 2017.

POSITION TITLE: Clinic Nurse
DEPARTMENT: Health & Human Services
DATE POSTED:
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 1 applications received to date
STATUS: Nursing supervisor conducted interviews and made an offer to one candidate. The candidate accepted and successfully completed pre-employment screening. She started on January 9, 2017.

POSITION TITLE: Firefighter/Paramedic (3)
DEPARTMENT: Fire
DATE POSTED: N/A
AD DEADLINE: N/A
APPLICATIONS REC'D: N/A
STATUS: Three new Firefighters started with the Village on January 9, 2017.

POSITION TITLE: Police Officer (3)
DEPARTMENT: Police
DATE POSTED: N/A
AD DEADLINE: N/A
APPLICATIONS REC'D: N/A
STATUS: Three new Police Officers started with the Village on January 2, 2017.

POSITION TITLE: Maintenance II (Internal only) – Facilities
DEPARTMENT: Public Works
DATE POSTED: 01/06/2017
AD DEADLINE: 01/13/2017
APPLICATIONS REC'D: 1 application received
STATUS: The position was posted internally. Application was forwarded to the PW Director and Asst. Director after the deadline. Candidate was recommended for hire and was promoted on 01/23/2017.

SUMMARY OF EMPLOYMENT ACTIVITY JANUARY 2017

	<u>Total Number</u>	<u>Position</u>
New Starts	9	Firefighter/Paramedic (3) Maintenance I PW Staff Assistant Police Officer (3) Clinic Nurse
Separations	1	Engineering Intern
Promotions	1	Maintenance I Tech to Maintenance II
Upgrades	0	
Downgrades	0	
Transfers	0	
Retirements	0	
Reclassifications	2	Maint. III Crew Leader to PW Supervisor Dev. Svcs. Coord. To Dev Svcs Coord/ Rental Program Manager
Change in Status	1	PT to FT Admin Staff Asst.

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	4	Civil Engineer I Development Services Tech Cable TV Assistant Clinic Nurse
Separations	0	
Promotions	2	Maintenance II to PW Supervisor Office Services Asst. to Water CSR
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	0	
New Positions	0	
Eliminated Positions	0	

2017 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	339	329
PART TIME EMPLOYEES	68	62
TEMPORARY EMPLOYEES	1	2
SEASONAL EMPLOYEES	24	2
INTERNS (PAID)	6	3
TOTAL	438	398

Total Vacancies:

Full Time

Budgeted – Posted	4	Asst. to Village Manager Civil Engineer I Development Services Technician PW Traffic Supervisor
Budgeted - Not Posted	8	Asst. Corporation Counsel Police Officer (3) Assistant Dir. Of Code Enforcement Fire Captain Maintenance I – PM Facilities Maintenance I - Forestry
TOTAL FULL TIME	12	

Part Time

Budgeted – Posted	5	Cable TV Assistant Water Billing CSR
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Budgeted-Not Posted	2	Plumbing Inspector PT Fire Inspector (2) Staff Assistant System Analyst
TOTAL PART TIME	7	

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	34	34
Part Time – Response to Recruitments	5	5
Seasonal Applicants	47	47
Unsolicited Applications/Walk-In	2	2
TOTAL	88	88

HUMAN RESOURCES MANAGEMENT EMPLOYMENT ACTIVITY JANUARY 2017

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Janet Hicks	01/01/2017	Staff Assistant	N/A
Joshua Chlebanowski	01/02/2017	Police Officer	
Brittany Jones-Wilson	01/02/2017	Police Officer	
Brian O'Shea	01/02/2017	Police Officer	
Brad Custer	01/09/2017	Firefighter/Paramedic	
Kevin Mortensen	01/09/2017	Firefighter/Paramedic	
Anthony Stazzone	01/09/2017	Firefighter/Paramedic	
Kimberly Koch	01/09/2017	Clinic Nurse	
Matthew Seveska	01/16/2017	Maintenance I	Julio Salas

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Edrian Punzalan	01/06/2017	Engineering Intern	End of Internship

PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Robert Melhuish	01/23/2017	Maint I Tech	Maintenance II

TRANSFERS

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

CHANGE IN STATUS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Kerin Browne	01/03/2017	PT Admin Staff Asst.	FT Admin Staff Asst.

RECLASSIFICATION

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Roger Golbach	01/01/2017	Maint.III Crew Leader	PW Supervisor
Paula Moore	01/03/2017	Dev. Svcs. Coordinator	Dev. Svcs. Coord./Rental Program Supervisor

UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
Daniel Hardt	01/17/2017	Unpaid Police Intern	Start of Internship
Bryan Traxel	01/18/2017	Unpaid Fire Science Intern	Start of Internship

**ADDITIONAL MONTHLY REPORT INFORMATION
JANUARY 2017**

# Anniversaries	<u>4</u>
# Interviews conducted during month	<u>13</u>
# Orientations conducted during month	<u>12</u>

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 01/31/2017

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	178,893.60	117,505.13	61,388.47	178,893.60	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	1	0	178,893.60	117,505.13	61,388.47	178,893.60	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	1	0	178,893.60	117,505.13	61,388.47	178,893.60	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	1	0	178,893.60	117,505.13	61,388.47	178,893.60	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: 01/31/2017

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: 01/31/2017

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: 01/31/2017

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.
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From: 12/31/1996 Through: 01/31/2017

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	50.9%
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	53.3%
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.
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 From: 12/31/1996 Through: 01/31/2017

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%	0	10	17,411.53	174,115.28		174,115.28	23.0%
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%	0	16	12,020.92	192,334.78		192,334.78	25.4%
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	16.8%
07	8	Public Works	(Sub-Loc)	15	31.3%	13	0	2	13%	0	15	10,717.36	160,760.38		160,760.38	21.2%
07	01	Village of Hoffman Estates	(Loc)	48	100.0%	36	4	8	17%	0	48	15,767.84	756,856.40		756,856.40	100.0%
Totals for 2007 Claims:				48	100.0%	36	4	8	17%	0	48	15,767.84	756,856.40		756,856.40	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: 01/31/2017

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	7.5%
10	2	Finance (Sub-Loc)		2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.5%
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	31.1%
10	3	Fire (Sub-Loc)		16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	35.6%
10	700	Patrol (Dept)		15	35.7%	7	4	4	27%	1	14	18,625.79	263,962.50	15,424.29	279,386.79	48.0%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 01/31/2017

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	18,625.79	263,962.50	15,424.29	279,386.79	48.0%
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	13,861.22	566,746.90	15,424.29	582,171.19	100.0%
Totals for 2010 Claims:				42	100.0%	21	13	8	19%	1	41	13,861.22	566,746.90	15,424.29	582,171.19	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	208,259.97	36,707.47	244,967.44	34.0%
11	303	Emergency Medical Service	(Dept)	11	35.5%	9	0	2	18%	0	11	19,510.89	214,619.81		214,619.81	29.8%
11	3	Fire	(Sub-Loc)	15	48.4%	11	1	3	20%	1	14	30,639.15	422,879.78	36,707.47	459,587.25	63.7%
11	700	Patrol	(Dept)	10	32.3%	6	1	3	30%	0	10	23,145.83	231,458.29		231,458.29	32.1%
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%	0	11	21,627.82	237,905.97		237,905.97	33.0%
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	0.5%
11	01	Village of Hoffman Estates	(Loc)	31	100.0%	20	5	6	19%	1	30	23,264.81	684,501.64	36,707.47	721,209.11	100.0%
Totals for 2011 Claims:				31	100.0%	20	5	6	19%	1	30	23,264.81	684,501.64	36,707.47	721,209.11	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	14.6%
12	25	PPO Payments	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.6%
12	301	Fire Suppression	(Dept)	12	27.9%	10	1	1	8%	1	11	2,111.09	21,736.53	3,596.59	25,333.12	7.5%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 01/31/2017

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	21,887.53	175,100.26		175,100.26	52.1%
12	3	Fire	(Sub-Loc)	20	46.5%	17	1	2	10%	1	19	10,021.67	196,836.79	3,596.59	200,433.38	59.7%
12	700	Patrol	(Dept)	9	20.9%	6	1	2	22%	1	8	7,785.18	66,236.69	3,829.93	70,066.62	20.9%
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	6,307.44	71,859.37	3,829.93	75,689.30	22.5%
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	2.4%
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	2.7%
12	01	Village of Hoffman Estates	(Loc)	43	100.0%	34	5	4	9%	2	41	7,814.27	328,587.09	7,426.52	336,013.61	100.0%
Totals for 2012 Claims:				43	100.0%	34	5	4	9%	2	41	7,814.27	328,587.09	7,426.52	336,013.61	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%	1	7	6,511.54	30,467.64	21,624.69	52,092.33	11.9%
13	303	Emergency Medical Service	(Dept)	6	15.4%	3	1	2	33%	1	5	39,558.95	213,982.12	23,371.56	237,353.68	54.3%
13	3	Fire	(Sub-Loc)	14	35.9%	9	3	2	14%	2	12	20,674.72	244,449.76	44,996.25	289,446.01	66.3%
13	700	Patrol	(Dept)	12	30.8%	4	2	6	50%	5	7	9,659.62	95,211.46	20,704.00	115,915.46	26.5%
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	9,003.83	96,345.83	20,704.00	117,049.83	26.8%
13	801	Water & Sewer	(Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.6%
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	6.7%
13	01	Village of Hoffman Estates	(Loc)	39	100.0%	24	7	8	21%	7	32	11,198.79	371,052.52	65,700.25	436,752.77	100.0%
Totals for 2013 Claims:				39	100.0%	24	7	8	21%	7	32	11,198.79	371,052.52	65,700.25	436,752.77	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: 01/31/2017

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%	1	11	30,828.02	331,696.51	38,239.77	369,936.28	56.5%
14	303	Emergency Medical Service	(Dept)	6	12.2%	3	1	2	33%	1	5	9,547.25	47,137.12	10,146.39	57,283.51	8.7%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	2	16	23,734.43	378,833.63	48,386.16	427,219.79	65.2%
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	0.4%
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	0.4%
14	700	Patrol	(Dept)	16	32.7%	12	3	1	6%	1	15	13,287.72	103,758.85	108,844.72	212,603.57	32.5%
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	105,120.63	108,844.72	213,965.35	32.7%
14	800	Streets	(Dept)	1	2.0%	1	0	0	0%	0	1	972.94	972.94		972.94	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	0.9%
14	804	Forestry	(Dept)	3	6.1%	3	0	0	0%	0	3	1,103.67	3,311.00		3,311.00	0.5%
14	8	Public Works	(Sub-Loc)	9	18.4%	7	2	0	0%	0	9	1,145.58	10,310.18		10,310.18	1.6%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	3	46	13,368.81	497,840.87	157,230.88	655,071.75	100.0%
Totals for 2014 Claims:				49	100.0%	35	8	6	12%	3	46	13,368.81	497,840.87	157,230.88	655,071.75	100.0%
15	100	Code Enforcement	(Dept)	1	3.4%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	1	Community Development	(Sub-Loc)	1	3.4%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	301	Fire Suppression	(Dept)	9	31.0%	5	1	3	33%	2	7	30,170.66	187,836.66	83,699.30	271,535.96	63.0%
15	303	Emergency Medical Service	(Dept)	6	20.7%	4	1	1	17%	2	4	12,558.82	40,024.58	35,328.34	75,352.92	17.5%
15	3	Fire	(Sub-Loc)	15	51.7%	9	2	4	27%	4	11	23,125.93	227,861.24	119,027.64	346,888.88	80.5%
15	505	Immunization	(Dept)	1	3.4%	1	0	0	0%	0	1	958.06	958.06		958.06	0.2%
15	5	Health & Human Services	(Sub-Loc)	1	3.4%	1	0	0	0%	0	1	958.06	958.06		958.06	0.2%
15	700	Patrol	(Dept)	7	24.1%	6	0	1	14%	1	6	10,664.75	50,006.01	24,647.26	74,653.27	17.3%
15	701	Investigations	(Dept)	1	3.4%	0	1	0	0%	0	1	913.00	913.00		913.00	0.2%
15	7	Police	(Sub-Loc)	8	27.6%	6	1	1	13%	1	7	9,445.78	50,919.01	24,647.26	75,566.27	17.5%
15	800	Streets	(Dept)	1	3.4%	1	0	0	0%	0	1	184.04	184.04		184.04	0.0%

EMPLOYER'S CLAIM SERVICE, INC.
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 From: 12/31/1996 Through: 01/31/2017

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	3.4%	1	0	0	0%	0	1	582.07	582.07		582.07	0.1%
15	802	Building & Grounds	(Dept)	1	3.4%	1	0	0	0%	0	1	361.60	361.60		361.60	0.1%
15	804	Forestry	(Dept)	1	3.4%	1	0	0	0%	0	1	6,160.47	6,160.47		6,160.47	1.4%
15	8	Public Works	(Sub-Loc)	4	13.8%	4	0	0	0%	0	4	1,822.05	7,288.18		7,288.18	1.7%
15	01	Village of Hoffman Estates	(Loc)	29	100.0%	21	3	5	17%	5	24	14,864.60	287,398.48	143,674.90	431,073.38	100.0%
Totals for 2015 Claims:				29	100.0%	21	3	5	17%	5	24	14,864.60	287,398.48	143,674.90	431,073.38	100.0%
16	301	Fire Suppression	(Dept)	3	8.1%	2	1	0	0%	0	3	224.65	673.96		673.96	0.1%
16	303	Emergency Medical Service	(Dept)	4	10.8%	2	0	2	50%	2	2	49,587.89	68,089.84	130,261.71	198,351.55	43.8%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	2	5	28,432.22	68,763.80	130,261.71	199,025.51	43.9%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	2	14	12,758.54	78,091.09	126,045.55	204,136.64	45.0%
16	701	Investigations	(Dept)	1	2.7%	1	0	0	0%	0	1	7,112.66	7,112.66		7,112.66	1.6%
16	703	Tactical	(Dept)	1	2.7%	1	0	0	0%	0	1	140.43	140.43		140.43	0.0%
16	7	Police	(Sub-Loc)	18	48.6%	15	1	2	11%	2	16	11,743.87	85,344.18	126,045.55	211,389.73	46.6%
16	800	Streets	(Dept)	1	2.7%	1	0	0	0%	0	1	329.95	329.95		329.95	0.1%
16	801	Water & Sewer	(Dept)	4	10.8%	3	1	0	0%	0	4	4,285.46	17,141.85		17,141.85	3.8%
16	803	Equipment & Supply	(Dept)	3	8.1%	2	1	0	0%	1	2	5,635.76	16,907.29		16,907.29	3.7%
16	804	Forestry	(Dept)	3	8.1%	3	0	0	0%	0	3	2,191.81	6,575.43		6,575.43	1.5%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	1	10	3,723.14	40,954.52		40,954.52	9.0%
16	9	Information Systems	(Sub-Loc)	1	2.7%	1	0	0	0%	0	1	1,848.77	1,848.77		1,848.77	0.4%
16	01	Village of Hoffman Estates	(Loc)	37	100.0%	29	4	4	11%	5	32	12,249.15	196,911.27	256,307.26	453,218.53	100.0%
Totals for 2016 Claims:				37	100.0%	29	4	4	11%	5	32	12,249.15	196,911.27	256,307.26	453,218.53	100.0%
250	Village of Hoffman Estates				787	520	132	135		25	762	13,807.98	10,123,020.86	743,860.04	10,866,880.90	

Open Medical: 1
 Open Comp: 2
 Open Legal: 22

VILLAGE OF HOFFMAN ESTATES

Memo

TO: GAP Committee
FROM: Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board
RE: *Monthly Report*
DATE: Thursday, February 9, 2017

Mayor for a Day: Coordinated Mayor for a Day (Lakeview student toured with Mayor / Trustee Gaeta on 1/27/17)

Hearth of Hoffman Estates – posted Kids Hope video, met with representatives from AMITA to coordinate tour and interview with doctors from Alexian Brothers Heart and Vascular Institute. Filming slated for 2/16

Wine Wednesday: Successful WW held at Poplar Creek Bowl in January. February 22 location still TBD.

Receptions and Dinners: Clerk Romanoff's Birthday Dinner 1/16/17, Trustee Dinner 1/23/17, Redhawks Reception and Trustee Dinner completed 2/6/17

Girl Scouts: In discussions with the Girls Scouts to organize a civics day for the girls – would include a “mock town hall meeting” and additional education component. Date TBD

Conant High School: have had a series of meetings with Jim Norris, Mayor and John Braglia from Conant on the development of a Civics curriculum and program to be executed in the coming year. (Project ongoing)

Tollway Celebration: obtained materials to be included in the Tollway celebration / time capsule 1/27/17

Blue and Gold Ceremonies: printed and framed certificates for three ceremonies (Pack #s 399, 290 and 100)

Redhawks Celebration: 2/6 – coordinated proclamations for entire football team and cheer, planned reception

Proclamations: presented at 2/6 and 2/20 meetings – Library Lovers Month, National Teen Dating Violence Awareness Month, American Heart Month,

Writing/Social Media: March citizen column submitted, Mayor's Memos released 2/9/17, submitted 150 word piece to Lifestyles Magazine on highlights of Hoffman Estates.

Website management: general website updates continue including calendar postings, news items, standing committee minutes, additional changes as needed.

Great Citizen Awards: Coordinated several GC awards to be issued on the 2/20 and 3/6 board meetings. (Sugar Jones, Chicago Marriot Northwest, Tom Mueller (President of the Friends of Nathan Foundation, setting up time to film at Target.)

General Community Meetings: Brookdale Senior Living reps 2/6/17

Donations: Sears Centre tickets for an upcoming event were donated to Beth Tikvah for a fundraising event.

Tours: currently coordinating a tour date with Cub Scout Pack #399. Date TBD

Volunteer database: continue to coordinate volunteer opportunities for those in our database. Working on a new and improved B&C application with Sue Lessen.

Jennifer Djordjevic
 Dir. Of Operations and Outreach / Office of the Mayor and Board