

*This meeting is being held via telephonic attendance.*

**AGENDA  
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE  
VILLAGE OF HOFFMAN ESTATES  
May 11, 2020**

*Immediately following Planning, Building & Zoning Committee*

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

- I. Roll Call**
- II. Approval of Minutes – April 13, 2020**

**NEW BUSINESS**

- 1. Request approval to retain Peter Burchard, LLC to perform consulting services regarding selection of new Village Manager.

**REPORTS (INFORMATION ONLY)**

- 1. Cable TV Monthly Report.
- 2. Human Resources Management Monthly Report.
- 3. Legislative Operations & Outreach Monthly Report.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

*(Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at [www.hoffmanestates.org](http://www.hoffmanestates.org) and/or in person in the Village Clerk's office).  
The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.*

**GENERAL ADMINISTRATION & PERSONNEL  
COMMITTEE MEETING MINUTES**

April 13, 2020

**I. Voice**

**Members in Attendance:**

**Karen Arnet, Chair, via Electronic Attendance  
Karen Mills, Vice-Chair, via Electronic Attendance  
Gary Stanton, Trustee  
Anna Newell, Trustee, via Electronic Attendance  
Gary Pilafas, Trustee, via Electronic Attendance  
Michael Gaeta, Trustee  
Mayor William D. McLeod**

**Management Team Members  
in Attendance:**

**James Norris, Village Manager  
Arthur Janura, Corporation Counsel  
Peter Gugliotta, Director of Dev. Services  
Fred Besenhoffer, Director of IS  
Ric Signorella, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:00 pm.

**II. Approval of Minutes**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the General Administration & Personnel Committee meeting minutes of March 16, 2020. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Special General Administration & Personnel Committee meeting minutes of April 6, 2020. Voice vote taken. All ayes. Motion carried.

**REPORTS (INFORMATION ONLY)**

**1. Cable TV Monthly Report**

The Cable TV Monthly Report was received and filed.

**2. Human Resources Management Monthly Report.**

The Human Resources Management Monthly Report was received and filed.

**3. Legislative Operations and Outreach Monthly Report**

The Legislative Operations and Outreach Monthly Report was received and filed.

**III. President's Report**

Mayor McLeod reported that the Commerce Secretary and head of the Census will be asking Congress to defer a final count until October 31, 2020. Mayor McLeod participates in the daily emergency management phone call every morning with Department Directors and Village Manager. Mayor McLeod wished Trustee Gaeta a happy birthday.

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:10 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Approval to retain Peter Burchard, LLC to perform consulting services regarding selection of Village Manager

**MEETING DATE:** May 11, 2020

**COMMITTEE:** General Administration & Personnel Committee

**FROM:** William D. McLeod, Mayor

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**PURPOSE:** Approval to retain Peter Burchard, LLC to perform consulting services regarding selection of Village Manager.

**BACKGROUND:** Recently, the Village's Corporate Authorities learned the Village Manager will be retiring this year.

**DISCUSSION:** The Village Board must begin the process of hiring a new Village Manager. It is in the best interest of the Village to receive assistance in developing a plan to select and hire a new Village Manager.

I recommended that Peter Burchard, LLC be retained to prepare a mutually agreed upon proposal regarding this search and hiring process. Mr. Peter Burchard's rate of pay will be \$150 per hour and his initial fee to help develop the hiring process and identify proposed services will not exceed \$6,000. Once the hiring process has been established, further consideration of this matter will be considered.

**RECOMMENDATION:** Request approval to retain Peter Burchard, LLC to perform consulting services regarding selection of new Village Manager.



**Peter Burchard’s Brief Bio:**

Following thirty years in local government including ten as the city manager of Naperville and sixteen with the Village of Hoffman Estates (ten as village manager), Peter Burchard worked as the chief operating officer at inVentiv Medical Management in Augusta, Georgia. Since returning to Illinois, Peter has been a faculty member at Northern Illinois University where he teaches graduate level classes in public sector ethics and innovation. Today, Peter is president/CEO of his own multi-sector consulting, coaching and training firm. For the past five years, Peter has worked with representatives of the Chinese government to teach high-level delegations’ American local government.

Peter received his undergraduate and graduate degrees from NIU. He has been recognized as a Public Service Education Fellow and member of the National Honor Society for Public Affairs and Administration. Peter attended a semester of studies at Salzburg College in Austria. Peter was the chairperson of a Chicago area hospital, Treasurer of the NIU Foundation and former board member of the Suburban Law Enforcement Academy. As an aside, Peter is a charity event auctioneer and has worked on stage with Ellen DeGeneres and Howie Mandel.

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**Specialty Areas:**

Consulting:

- Recruitment
- Organization Change/Improvement
- Executive Coaching/Acceleration
- High-Stakes Strategy
- Healthcare Strategy
- Team Culture

Training & Keynote Topics:

- Innovation
- Self-Coaching and Motivation
- Ethics and Accountability
- Creating an Organized Organization
- Executive Communication
- Well-Being

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**Clients:**

Village of Buffalo Grove, IL	Rich Harvest Farms
Elk Grove Village, IL	Village of Barrington, IL
Village of Wheeling, IL	Village of Schaumburg, IL
City of Roseville, CA	City of Sterling, IL
County of Somerset, NJ	City of Lockport, IL
City of Oak Forest, IL	City of DeKalb, IL
Village of Bartlett, IL	City of Newton, MA
Village of Oswego, IL	Chicago law firm
Aurora Packing, Aurora, IL	Joint Action Water Agency
Kids Golf Foundation of Illinois	Illinois City/County Mgt Association
21 <sup>st</sup> Century Institute (teach American Government to Chinese delegations)	Illinois Township Management Association
Borough of Leonia, NJ	Northwest Water Commission
Village of Montgomery, IL	Illinois Government Finance Officers Association
Waubensee Community College - Communities of Excellence	Algonquin - Lake in the Hills Fire Protection District
Illinois Treasurer's Association	College of DuPage Municipal Institute
Routledge Publishing – review ethics textbook proposals	Sri Lanka delegation
Mining company	Village of Willowbrook, IL
Dozens of coaching clients (all sectors)	Center for Governmental Studies, NIU

## VILLAGE OF HOFFMAN ESTATES

### Memo

To: Jim Norris  
From: Ric Signorella  
Regarding: Cable TV Report  
Date: May 1, 2020

#### **Citizen Segments**

This month the Citizen covers: Fire Department Promotions, Hoffman Estates Water Meter Program, HEFD Station 21 Firefighter Guitarist/ Singer composed COVID-19 song, Public Service Announcements: Shop Local/Eat Local, Groot Refuse/Recycling Changes, HE Parks Closures and First Responders Parade for Haley Gorecki WNBA draftee.

#### **Citizen Segments and Programs in development:**

Celtic Fest  
Wellness Fair Promotional Video  
Food Pantry Needed Donations Public Service Announcement  
Health & Human Services Video: Sexual Assault Awareness Month  
Health & Human Services Video: Yoga for VOHE employees  
Health & Human Services Video: How to Wear Masks  
Mayor McLeod Story Time Reading

#### **State of the Village Address Presentation at Sears Centre Arena**

Mayor gives his public address at the Sears Centre Arena.

#### **Schaumburg High School High String Showcase, D211/54 Choral Festival Concerts & Schaumburg Orchestra Concerto Concert**

Are now airing.

#### **Hoffman Estates High School Orchestra Concert**

Is now airing.

#### **Health & Wellness for a Lifetime by Dr. George Zahrebelski**

Covers a preventative health philosophy towards individualizing strategies helping his patients maintain health and manage weight naturally using cutting-edge scientific nutritional and lifestyle approaches is now airing.

#### **The Making of Gone with the Wind**

This illustrated talk by historian Leslie Goddard, Ph.D., reviews the story of how Gone with the Wind was made is now airing.

#### **Valentines' Day Vocal Artist Entertainer Music Video**

Singer performing artist and entertainer is now airing.

#### **Abraham Lincoln: 200<sup>th</sup> Birthday Commemoration Presentation**

In commemoration of Abraham Lincoln's 200th birthday.

#### **D211 Student-Produced Programs**

HETV is now airing D211 student-produced programs.

#### **Sports & Concerts**

HETV is rebroadcasting high school sports, high school concerts and summer sounds on the green.

#### **Complaints/Inquiries**

There was one new complaint from a resident with AT&T internet outage. There are no outstanding inquiries.



# HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

## HUMAN RESOURCES MANAGEMENT DEPARTMENT

### Monthly Report

April 2020

#### Staffing Activity

New Starts: 1 - MPA Intern

Separations: 3 – ASO I (2), Management Analyst

Transfers: 1 – MPA Intern to Fire Management Analyst (temporary)

Retirees: 1 – PW Administrative Assistant

Promotions: 6 – Firefighter to Fire Lieutenant (2),  
Fire Lieutenant to Fire Captain,  
Fire Captain to Battalion Chief,  
Battalion Chief to Deputy Fire Chief  
PW Admin Staff Asst. to Admin. Asst.

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	338 budgeted	323 current
	Part Time Employees	68 budgeted	74 current
	Temporary Employees	0 budgeted	4 current
	Seasonal Employees	21 budgeted	0 current
	Paid Interns	6 budgeted	3 current

#### Month & Year-to-Date Activity:

0 Seasonal with	02 for year
6 Promotions with	14 for year
3 Separations with	09 for year
1 Retirements with	07 for year
1 Transfer with	01 for year

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Web: [www.hoffmanestates.org](http://www.hoffmanestates.org) • E-Mail: [applyhrm@hoffmanestates.org](mailto:applyhrm@hoffmanestates.org)

*Hoffman Estates is an Equal Opportunity Employer*



## **Recruitment Activity**

### **Maintenance III Electrician – Public Works**

The position was posted internally and externally, including on the AWWA website. No internal applications were received. Applications were reviewed by the interview team as they were received. Five candidates were selected for interview. Three candidates responded and were interviewed on 03/19/2020. An offer was made to one candidate, he accepted and is scheduled to start on 05/18/2020.

### **Summer Seasonal – Public Works**

The position was posted on the Village website, social media, Indeed job board, Village broadcast email and on LinkedIn. Applications are being reviewed by the Assistant Director as they are received. Offers were made to six returning seasonals. Seven new candidate phone interviews were scheduled. Two positions were canceled. Offers were made to 4 new candidates. They accepted and all seasonal pre-employment screening is underway.

### **Director of Planning and Transportation – Development Services Dept.**

The position was posted on the Village website, social media, Indeed job board, Village broadcast email, LinkedIn, APA-IL, ILCMA, GovHR, and ITE websites. Applications were reviewed by the interview team. Five candidates were chosen to participate in the interview process. A writing sample was required to be completed by 03/27/2020. First interviews will be held via video conferencing from 03/31/2020 – 04/02/2020. Two candidates were invited to second interview on 04/14/2020. An offer was made to one candidate, she accepted and is scheduled to start on 05/18/2020.

### **Administrative Assistant – Public Works**

The position was posted internally and externally. Applications were reviewed by the interview team as they were received. Due to the urgent need for administrative support in the department, an offer of promotion was made to part-time support person in the department. She accepted and will be promoted to full-time Administrative Assistant on 04/01/2020.

### **Summer Civil Engineering Intern (3) – Dev. Services Dept.**

The position was posted on the Village website, social media, Indeed job board, Village broadcast email, LinkedIn, Handshake college recruiting site (25+ schools) and 10 individual college

recruiting sites. Applications were forwarded to the interview team for review as they were received. Eight candidates were chosen to interview the week of January 6<sup>th</sup>. Offers were made to 3 candidates. They accepted and have successfully completed the pre-employment screening process. All three are expected to start in May.

**Clinic Nurse Pool – Health & Human Services**

The position was posted with a private invitation to the nursing staff from the former St. Alexius Community Nursing program. Applications are being forwarded to the Nursing Supervisor as they are received. Three nurses started in March and a fourth nurse is scheduled to start in July.

**Development Services Technician – Development Services**

The position was posted on the Village website, social media, Indeed job board, Village broadcast email and LinkedIn. Applications were reviewed by the interview team; however, the recruitment was put on hold until the end of May.

**MPA Intern – Development Services/Public Works**

Two NIU MPA students were interviewed for an internship with the Public Works and Development Services Department. The internship was offered to one candidate and he accepted. He successfully completed pre-employment screening and started on 04/15/2020.

**Labor/Management Relations**

Contract Status:

**Police** (Metropolitan Alliance of Police - MAP Chapter 96) – Contract (Jan. 1, 2019 - December 31, 2021).

**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, 2020 – Dec. 31, 2025).

**Police Sergeants** (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2020 – December 31, 2022).

**Grievances**

N/A

**Personnel/Benefits/Employee Services**

- The Director of HRM participated in Emergency Operations Committee meetings.

- As a member of the Board, the Director of HRM attended the Fire Pension Board meeting.
- The Director of HRM participated in conference calls with Northwest Suburban Human Resources Directors related to COVID-19.
- HRM Staff participated in webinars related to COVID-19 employee issues hosted by Arthur J. Gallagher, Nationwide, ICMA-RC, Seyfarth and Franczek
- HRM staff continued work on the employee Onboarding Program.
- HRM staff worked on various policies and issues related to COVID-19.

### **Risk Management/Safety/Loss Control**

- The Risk Manager spent a high percentage of time working on issues related to COVID-19.
- 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 high exposure workers' compensation claims.
- Met with staff to discuss policies and practices related to the new Illinois Marijuana legislation.
- Met with staff to discuss HRM training offerings for 2020 and beyond.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.
- Continued to provide consultation related to risk management issues related to the Sears Centre.
- Provided written updates to appropriate management staff related to the status of several open workers' compensation claims.



**Patrick J. Seger**  
Director of Human Resources Management

# HUMAN RESOURCES MANAGEMENT

## MONTHLY STAFFING REPORT

### APRIL 2020

#### RECRUITMENTS

**POSITION TITLE:** Summer Civil Engineering Interns (3)  
**DEPARTMENT:** Development Services  
**DATE POSTED:** 11/21/2019  
**AD DEADLINE:** 12/31/2019  
**APPLICATIONS REC'D:** 18 applications received  
**STATUS:** The position was posted on the Village website, social media, Indeed job board, Village broadcast email, LinkedIn, Handshake college recruiting site (25+ schools) and 10 individual college recruiting sites. Applications were forwarded to the interview team for review as they were received. Eight candidates were chosen to interview the week of January 6<sup>th</sup>. Offers were made to 3 candidates. They accepted and have successfully completed the pre-employment screening process. All three are expected to start in May.

**POSITION TITLE:** Clinic Nurse Pool (5)  
**DEPARTMENT:** Health & Human Services  
**DATE POSTED:** 01/01/2020  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 4 application received to date  
**STATUS:** The position was posted with a private invitation to the nursing staff from the St. Alexius Community Nursing program. Three nurses started in March and a fourth nurse was scheduled to start in June but has been pushed back to July.

**POSITION TITLE:** Director of Planning and Transportation  
**DEPARTMENT:** Development Services  
**DATE POSTED:** 02/10/2020  
**AD DEADLINE:** 03/10/2020  
**APPLICATIONS REC'D:** 12 applications received to date  
**STATUS:** The position was posted on the Village website, social media, Indeed job board, Village broadcast email, LinkedIn, APA-IL, ILCMA, GovHR, and ITE websites. Applications were reviewed by the interview team. Five candidates were chosen to participate in the interview process. A writing sample was required to be completed by 03/27/2020. First interviews will be held via video conferencing from 03/31/2020 – 04/02/2020. Two candidates were invited to second interview on 04/14/2020. An offer was made to one candidate, she accepted and is scheduled to start on 05/18/2020.

**POSITION TITLE:** Maintenance III Electrician  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 02/10/2020  
**AD DEADLINE:** 02/28/2020  
**APPLICATIONS REC'D:** 9 applications received  
**STATUS:** The position was posted internally and externally, including on the AWWA website. No internal applications were received. Applications were reviewed by the interview team as they were received. Five candidates were selected for interview. Three candidates responded and were interviewed on 03/19/2020. An offer was made to one candidate, he accepted and is scheduled to start on 05/18/2020.

**POSITION TITLE:** PW Summer Seasonal  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 03/10/2020  
**AD DEADLINE:** 04/09/2020  
**APPLICATIONS REC'D:** 12 applications received to date  
**STATUS:** The position was posted on the Village website, social media, Indeed job board, Village broadcast email and on LinkedIn. Applications are being reviewed by the Assistant Director as they are received. Offers were made to six returning seasonals. Seven new candidate phone interviews were scheduled. Two positions were canceled. Offers were made to 4 new candidates. They accepted and all seasonal pre-employment screening is underway.

**POSITION TITLE:** Development Services Technician  
**DEPARTMENT:** Development Services  
**DATE POSTED:** 03/05/2020  
**AD DEADLINE:** 03/26/2020  
**APPLICATIONS REC'D:** 34 applications received  
**STATUS:** The position was posted on the Village website, social media, Indeed job board, Village broadcast email and LinkedIn. Applications were reviewed by the interview team; however, the recruitment was put on hold until the end of May.

## **NEW STARTS**

**POSITION TITLE:** Administrative Assistant  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 03/02/2020  
**AD DEADLINE:** 03/22/2020  
**APPLICATIONS REC'D:** 383 applications received  
**STATUS:** The position was posted internally and externally. Applications were reviewed by the interview team as they were received. Due to the urgent need for administrative support in the department, an offer of promotion was made to part-time support person in the department. She accepted and was promoted to full-time Administrative Assistant on 04/01/2020.

**POSITION TITLE:** MPA Administrative Intern  
**DEPARTMENT:** Public Works /Development Services  
**DATE POSTED:** NA  
**AD DEADLINE:** NA  
**APPLICATIONS REC'D:** 2 applications received  
**STATUS:** Two NIU MPA students were interviewed for an internship with the Public Works and Development Services Department. The internship was offered to one candidate and he accepted. He successfully completed pre-employment screening and started on 04/15/2020.

## SUMMARY OF EMPLOYMENT ACTIVITY APRIL 2020

	<u>Total Number</u>	<u>Position</u>
New Starts	1	MPA Intern
Separations	3	ASO I (2), Management Analyst
Promotions	6	Firefighter to Fire Lieutenant (2), Fire Lieutenant to Fire Captain, Fire Captain to Battalion Chief, Battalion Chief to Deputy Fire Chief PW Admin Staff Asst. to Admin. Asst.
Upgrades	0	
Downgrades	0	
Transfers	1	MPA Intern to Temp. Mgt. Analyst
Retirements	1	PW Administrative Assistant
Reclassifications	0	
Status	0	

## ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	15	PW Seasonals (8), Director of Planning and Transportation, Civil Engineering Interns(2), Firefighter/Paramedic (4), Maint. III
Separations	0	
Promotions	0	
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	0	
New Positions	0	
Eliminated Positions	0	

## 2020 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
<b>FULL TIME EMPLOYEES</b>	<b>338</b>	<b>323</b>
<b>PART TIME EMPLOYEES</b>	<b>74</b>	<b>74</b>
<b>TEMPORARY EMPLOYEES</b>	<b>0</b>	<b>2</b>
<b>SEASONAL EMPLOYEES</b>	<b>21</b>	<b>0</b>
<b>INTERNS (PAID)</b>	<b>6</b>	<b>3</b>
<b>TOTAL</b>	<b>439</b>	<b>402</b>

### Total Vacancies:

#### Full Time

**Budgeted – Posted**

**Dir. Of Planning/Transportation  
Maint III Electrician**

**Budgeted - Not Posted**

**Police Officer (6)  
Firefighter/Paramedic (4)**

## RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
<b>Full Time – Response to Recruitments</b>	<b>0</b>	<b>491</b>
<b>Part Time – Response to Recruitments</b>	<b>54</b>	<b>69</b>
<b>Seasonal Applicants</b>	<b>5</b>	<b>17</b>
<b>Unsolicited Applications/Walk-In</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>59</b>	<b>577</b>

## HUMAN RESOURCES MANAGEMENT EMPLOYMENT ACTIVITY APRIL 2020

### NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Shane Miller	04/06/2020	MPA Intern	NA

### SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Rose Dyer	04/03/2020	Admin. Staff Asst.	Retired
Ian Irizarry	04/17/2020	Management Analyst	Resigned
Abi Flanagan	04/19/2020	Weekend ASO I	Resigned

Raeanne Wisnewski 04/22/2020 ASO I Resigned

### **PROMOTIONS**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
Richard Anderson	04/01/2020	Firefighter Paramedic	Fire Lieutenant
Ryan Bebe	04/01/2020	Firefighter Paramedic	Fire Lieutenant
Don Richter	04/01/2020	Fire Lieutenant	Fire Captain
Chris Lenczewski	04/01/2020	Fire Captain	Battalion Chief
Paul Bilodeau	04/01/2020	Battalion Chief	Deputy Fire Chief
Jen Taylor	04/01/2020	Admin. Staff Asst.	Admin. Assistant

### **TRANSFERS**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
Matthew Galloway	04/13/2020	MPA Intern	Temp. Mgt. Analyst

### **CHANGE IN STATUS**

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

### **RECLASSIFICATION**

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

### **UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>
Scott Moens	04/01/2020	Paramedic Intern	End of Internship
Bryan Traxel	04/01/2020	Paramedic Intern	End of Internship

## **ADDITIONAL MONTHLY REPORT INFORMATION APRIL 2020**

<b># Anniversaries</b>	<b><u>4</u></b>
<b># Interviews conducted during month</b>	<b><u>11</u></b>
<b># Orientations conducted during month</b>	<b><u>2</u></b>



**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 04/30/2020

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	204,543.20	130,457.38	74,085.82	204,543.20	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	1	0	204,543.20	130,457.38	74,085.82	204,543.20	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	1	0	204,543.20	130,457.38	74,085.82	204,543.20	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	1	0	204,543.20	130,457.38	74,085.82	204,543.20	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: 12/31/1986 Through: 04/30/2020

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 (Sub-Loc)	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: 12/31/1998 Through: 04/30/2020

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: 04/30/2020

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: 04/30/2020

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%
<b>Totals for 2005 Claims:</b>				<b>53</b>	<b>100.0%</b>	<b>39</b>	<b>9</b>	<b>5</b>	<b>9%</b>	<b>0</b>	<b>53</b>	<b>5,837.74</b>	<b>309,400.11</b>		<b>309,400.11</b>	<b>100.0%</b>
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%
<b>Totals for 2006 Claims:</b>				<b>56</b>	<b>100.0%</b>	<b>34</b>	<b>12</b>	<b>10</b>	<b>18%</b>	<b>0</b>	<b>56</b>	<b>19,372.39</b>	<b>1,084,854.03</b>		<b>1,084,854.03</b>	<b>100.0%</b>
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.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 04/30/2020

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: 12/31/1998 Through: 04/30/2020

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	7.7%
10	2	Finance (Sub-Loc)		2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.7%
10	250	PPO Payments (Dept)		1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.5%
10	25	PPO Payments (Sub-Loc)		1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.5%
10	301	Fire Suppression (Dept)		8	19.0%	3	5	0	0%	0	8	3,252.66	26,021.31		26,021.31	4.6%
10	303	Emergency Medical Service (Dept)		8	19.0%	4	1	3	38%	0	8	22,624.71	180,997.64		180,997.64	31.9%
10	3	Fire (Sub-Loc)		16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	36.4%
10	700	Patrol (Dept)		15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.7%

**EMPLOYER'S CLAIM SERVICE, INC.  
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY  
From: 12/31/1996 Through: 04/30/2020**

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%	0	15	17,690.70	265,360.50		265,360.50	46.7%
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	1.3%
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	3.1%
10	8	Public Works	(Sub-Loc) 8	19.0%	6	2	0	0%	0	8	3,261.58	26,092.65		26,092.65	4.6%
10	01	Village of Hoffman Estates	(Loc) 42	100.0%	21	13	8	19%	0	42	13,527.26	568,144.90		568,144.90	100.0%
<b>Totals for 2010 Claims:</b>			<b>42</b>	<b>100.0%</b>	<b>21</b>	<b>13</b>	<b>8</b>	<b>19%</b>	<b>0</b>	<b>42</b>	<b>13,527.26</b>	<b>568,144.90</b>		<b>568,144.90</b>	<b>100.0%</b>
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%	0	4	63,247.39	252,989.56		252,989.56	34.7%
11	303	Emergency Medical Service	(Dept) 11	35.5%	9	0	2	18%	0	11	19,510.89	214,619.81		214,619.81	29.4%
11	3	Fire	(Sub-Loc) 15	48.4%	11	1	3	20%	0	15	31,173.96	467,609.37		467,609.37	64.1%
11	700	Patrol	(Dept) 10	32.3%	6	1	3	30%	0	10	23,145.83	231,458.29		231,458.29	31.7%
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	32.6%
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%	0	31	23,523.59	729,231.23		729,231.23	100.0%
<b>Totals for 2011 Claims:</b>			<b>31</b>	<b>100.0%</b>	<b>20</b>	<b>5</b>	<b>6</b>	<b>19%</b>	<b>0</b>	<b>31</b>	<b>23,523.59</b>	<b>729,231.23</b>		<b>729,231.23</b>	<b>100.0%</b>
12	101	Engineering/Transportation	(Dept) 1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.4%
12	1	Community Development	(Sub-Loc) 1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.4%
12	250	PPO Payments	(Dept) 1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.2%
12	25	PPO Payments	(Sub-Loc) 1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.2%
12	301	Fire Suppression	(Dept) 12	27.9%	10	1	1	8%	1	11	2,652.76	27,535.13	4,297.99	31,833.12	9.2%



**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1998 Through: 04/30/2020

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	21,935.16	175,481.26		175,481.26	50.7%
12	3	Fire (Sub-Loc)	20	46.5%	17	1	2	10%	1	19	10,365.72	203,016.39	4,297.99	207,314.38	59.9%
12	700	Patrol (Dept)	9	20.9%	6	1	2	22%	0	9	8,148.55	73,336.98		73,336.98	21.2%
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	1.4%
12	7	Police (Sub-Loc)	12	27.9%	8	2	2	17%	0	12	6,579.97	78,959.66		78,959.66	22.8%
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	2.3%
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%	1	42	8,050.35	341,866.98	4,297.99	346,164.97	100.0%
Totals for 2012 Claims:			43	100.0%	34	5	4	9%	1	42	8,050.35	341,866.98	4,297.99	346,164.97	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	3,862.32	30,898.53		30,898.53	6.8%
13	303	Emergency Medical Service (Dept)	6	15.4%	3	1	2	33%	0	6	35,673.45	214,040.72		214,040.72	46.9%
13	3	Fire (Sub-Loc)	14	35.9%	9	3	2	14%	0	14	17,495.66	244,939.25		244,939.25	53.6%
13	700	Patrol (Dept)	12	30.8%	4	2	6	50%	1	11	15,021.36	169,347.41	10,908.89	180,256.30	39.5%
13	701	Investigations (Dept)	1	2.6%	1	0	0	0%	0	1	1,134.37	1,134.37		1,134.37	0.2%
13	7	Police (Sub-Loc)	13	33.3%	5	2	6	46%	1	12	13,953.13	170,481.78	10,908.89	181,390.67	39.7%
13	801	Water & Sewer (Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.3%
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	6.4%
13	01	Village of Hoffman Estates (Loc)	39	100.0%	24	7	8	21%	1	38	11,707.36	445,677.96	10,908.89	456,586.85	100.0%
Totals for 2013 Claims:			39	100.0%	24	7	8	21%	1	38	11,707.36	445,677.96	10,908.89	456,586.85	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: 12/31/1998 Through: 04/30/2020

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	37,350.40	356,141.83	92,062.95	448,204.78	63.1%
14	303	Emergency Medical Service	(Dept)	6	12.2%	3	1	2	33%	0	6	9,013.74	54,082.42		54,082.42	7.6%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	1	17	27,904.84	410,224.25	92,062.95	502,287.20	70.7%
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%	0	16	12,041.83	192,669.28		192,669.28	27.1%
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%	0	18	10,779.50	194,031.06		194,031.06	27.3%
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	0.8%
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	1.5%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	1	48	14,493.98	618,141.92	92,062.95	710,204.87	100.0%
<b>Totals for 2014 Claims:</b>				<b>49</b>	<b>100.0%</b>	<b>35</b>	<b>8</b>	<b>6</b>	<b>12%</b>	<b>1</b>	<b>48</b>	<b>14,493.98</b>	<b>618,141.92</b>	<b>92,062.95</b>	<b>710,204.87</b>	<b>100.0%</b>
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%	0	9	29,860.63	268,745.66		268,745.66	64.7%
15	303	Emergency Medical Service	(Dept)	6	20.7%	4	0	2	33%	0	6	12,038.88	72,233.27		72,233.27	17.4%
15	3	Fire	(Sub-Loc)	15	51.7%	9	1	5	33%	0	15	22,731.93	340,978.93		340,978.93	82.1%
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%	0	7	9,232.10	64,624.67		64,624.67	15.6%
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%	0	8	8,192.21	65,537.67		65,537.67	15.8%
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.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1998 Through: 04/30/2020

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	1.5%
15	8	Public Works	(Sub-Loc)	4	13.8%	4	0	0	0%	0	4	1,822.05	7,288.18		7,288.18	1.8%
15	01	Village of Hoffman Estates	(Loc)	29	100.0%	21	2	6	21%	0	29	14,314.99	415,134.83		415,134.83	100.0%
<b>Totals for 2015 Claims:</b>				<b>29</b>	<b>100.0%</b>	<b>21</b>	<b>2</b>	<b>6</b>	<b>21%</b>	<b>0</b>	<b>29</b>	<b>14,314.99</b>	<b>415,134.83</b>		<b>415,134.83</b>	<b>100.0%</b>
16	301	Fire Suppression	(Dept)	3	8.1%	2	1	0	0%	0	3	466.15	1,398.44		1,398.44	0.2%
16	303	Emergency Medical Service	(Dept)	4	10.8%	2	0	2	50%	1	3	46,943.39	172,661.13	15,112.44	187,773.57	24.1%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	1	6	27,024.57	174,059.57	15,112.44	189,172.01	24.3%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	0	16	33,242.87	531,885.85		531,885.85	68.3%
16	701	Investigations	(Dept)	1	2.7%	1	0	0	0%	0	1	7,112.66	7,112.66		7,112.66	0.9%
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%	0	18	29,952.16	539,138.94		539,138.94	69.2%
16	800	Streets	(Dept)	1	2.7%	1	0	0	0%	0	1	329.95	329.95		329.95	0.0%
16	801	Water & Sewer	(Dept)	4	10.8%	3	1	0	0%	0	4	4,394.90	17,579.60		17,579.60	2.3%
16	803	Equipment & Supply	(Dept)	3	8.1%	2	1	0	0%	0	3	7,918.56	23,755.68		23,755.68	3.0%
16	804	Forestry	(Dept)	3	8.1%	3	0	0	0%	0	3	2,216.74	6,650.22		6,650.22	0.9%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	0	11	4,392.31	48,315.45		48,315.45	6.2%
16	9	Information Systems	(Sub-Loc)	1	2.7%	1	0	0	0%	0	1	2,371.46	2,371.46		2,371.46	0.3%
16	01	Village of Hoffman Estates	(Loc)	37	100.0%	29	4	4	11%	1	36	21,054.00	763,885.42	15,112.44	778,997.86	100.0%
<b>Totals for 2016 Claims:</b>				<b>37</b>	<b>100.0%</b>	<b>29</b>	<b>4</b>	<b>4</b>	<b>11%</b>	<b>1</b>	<b>36</b>	<b>21,054.00</b>	<b>763,885.42</b>	<b>15,112.44</b>	<b>778,997.86</b>	<b>100.0%</b>
17	301	Fire Suppression	(Dept)	1	5.6%	0	0	1	100%	1	0	115,518.00	22,938.00	92,580.00	115,518.00	27.7%
17	303	Emergency Medical Service	(Dept)	5	27.8%	3	0	2	40%	1	4	58,784.81	233,341.92	60,582.11	293,924.03	70.4%
17	3	Fire	(Sub-Loc)	6	33.3%	3	0	3	50%	2	4	68,240.34	256,279.92	153,162.11	409,442.03	98.1%
17	700	Patrol	(Dept)	5	27.8%	5	0	0	0%	0	5	757.36	3,786.80		3,786.80	0.9%
17	701	Investigations	(Dept)	1	5.6%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
17	703	Tactical	(Dept)	1	5.6%	1	0	0	0%	0	1	1,114.58	1,114.58		1,114.58	0.3%
17	7	Police	(Sub-Loc)	7	38.9%	7	0	0	0%	0	7	700.20	4,901.38		4,901.38	1.2%
17	800	Streets	(Dept)	1	5.6%	1	0	0	0%	0	1	2,186.65	2,186.65		2,186.65	0.5%

EMPLOYER'S CLAIM SERVICE, INC.  
 POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY  
 From: 12/31/1996 Through: 04/30/2020

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
17	804	Forestry (Dept)		4	22.2%	4	0	0	0%	0	4	246.90	987.59		987.59	0.2%
17	8	Public Works (Sub-Loc)		5	27.8%	5	0	0	0%	0	5	634.85	3,174.24		3,174.24	0.8%
17	01	Village of Hoffman Estates (Loc)		18	100.0%	15	0	3	17%	2	16	23,195.43	264,355.54	153,162.11	417,517.65	100.0%
Totals for 2017 Claims:				18	100.0%	15	0	3	17%	2	16	23,195.43	264,355.54	153,162.11	417,517.65	100.0%
18	100	Code Enforcement (Dept)		1	2.9%	0	1	0	0%	0	1	605.84	605.84		605.84	0.2%
18	1	Community Development (Sub-Loc)		1	2.9%	0	1	0	0%	0	1	605.84	605.84		605.84	0.2%
18	301	Fire Suppression (Dept)		8	23.5%	4	3	1	13%	0	8	6,056.13	48,449.03		48,449.03	13.6%
18	303	Emergency Medical Service (Dept)		5	14.7%	3	0	2	40%	2	3	25,304.55	53,437.82	73,084.93	126,522.75	35.6%
18	3	Fire (Sub-Loc)		13	38.2%	7	3	3	23%	2	11	13,459.37	101,886.85	73,084.93	174,971.78	49.2%
18	700	Patrol (Dept)		14	41.2%	11	1	2	14%	2	12	12,498.90	141,784.90	33,199.76	174,984.66	49.2%
18	7	Police (Sub-Loc)		14	41.2%	11	1	2	14%	2	12	12,498.90	141,784.90	33,199.76	174,984.66	49.2%
18	800	Streets (Dept)		2	5.9%	2	0	0	0%	0	2	375.71	751.41		751.41	0.2%
18	801	Water & Sewer (Dept)		1	2.9%	1	0	0	0%	0	1	618.53	618.53		618.53	0.2%
18	802	Building & Grounds (Dept)		1	2.9%	1	0	0	0%	0	1	1,855.66	1,855.66		1,855.66	0.5%
18	804	Forestry (Dept)		1	2.9%	1	0	0	0%	0	1	1,179.47	1,179.47		1,179.47	0.3%
18	805	Clerical (Dept)		1	2.9%	0	1	0	0%	0	1	727.84	727.84		727.84	0.2%
18	8	Public Works (Sub-Loc)		6	17.6%	5	1	0	0%	0	6	855.49	5,132.91		5,132.91	1.4%
18	01	Village of Hoffman Estates (Loc)		34	100.0%	23	6	5	15%	4	30	10,461.62	249,410.50	106,284.69	355,695.19	100.0%
Totals for 2018 Claims:				34	100.0%	23	6	5	15%	4	30	10,461.62	249,410.50	106,284.69	355,695.19	100.0%
19	301	Fire Suppression (Dept)		12	42.9%	8	2	2	17%	5	7	22,568.62	109,439.19	161,384.26	270,823.45	52.4%
19	303	Emergency Medical Service (Dept)		4	14.3%	3	1	0	0%	1	3	17,780.43	18,954.82	52,166.90	71,121.72	13.8%
19	3	Fire (Sub-Loc)		16	57.1%	11	3	2	13%	6	10	21,371.57	128,394.01	213,551.16	341,945.17	66.2%
19	700	Patrol (Dept)		12	42.9%	8	2	2	17%	2	10	14,571.63	146,537.64	28,321.94	174,859.58	33.8%
19	7	Police (Sub-Loc)		12	42.9%	8	2	2	17%	2	10	14,571.63	146,537.64	28,321.94	174,859.58	33.8%
19	01	Village of Hoffman Estates (Loc)		28	100.0%	19	5	4	14%	8	20	18,457.31	274,931.65	241,873.10	516,804.75	100.0%
Totals for 2019 Claims:				28	100.0%	19	5	4	14%	8	20	18,457.31	274,931.65	241,873.10	516,804.75	100.0%
20	100	Code Enforcement (Dept)		1	14.3%	1	0	0	0%	1	0	0.00	0.00		0.00	0.0%
20	1	Community Development (Sub-Loc)		1	14.3%	1	0	0	0%	1	0	0.00	0.00		0.00	0.0%
20	301	Fire Suppression (Dept)		2	28.6%	2	0	0	0%	1	1	309.22	618.44		618.44	1.4%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 04/30/2020

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
20	303	Emergency Medical Service (Dept)	1	14.3%	1	0	0	0%	1	0	0.00	0.00		0.00	0.0%
20	3	Fire (Sub-Loc)	3	42.9%	3	0	0	0%	2	1	206.15	618.44		618.44	1.4%
20	700	Patrol (Dept)	2	28.6%	1	1	0	0%	1	1	4,243.18	1,723.56	6,762.79	8,486.35	19.2%
20	7	Police (Sub-Loc)	2	28.6%	1	1	0	0%	1	1	4,243.18	1,723.56	6,762.79	8,486.35	19.2%
20	803	Equipment & Supply (Dept)	1	14.3%	0	0	1	100%	1	0	34,988.84	21,642.13	13,346.71	34,988.84	79.4%
20	8	Public Works (Sub-Loc)	1	14.3%	0	0	1	100%	1	0	34,988.84	21,642.13	13,346.71	34,988.84	79.4%
20	01	Village of Hoffman Estates (Loc)	7	100.0%	5	1	1	14%	5	2	6,299.09	23,984.13	20,109.50	44,093.63	100.0%
<b>Totals for 2020 Claims:</b>			<b>7</b>	<b>100.0%</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>14%</b>	<b>5</b>	<b>2</b>	<b>6,299.09</b>	<b>23,984.13</b>	<b>20,109.50</b>	<b>44,093.63</b>	<b>100.0%</b>
<b>250</b>	<b>Village of Hoffman Estates</b>		<b>874</b>		<b>582</b>	<b>143</b>	<b>149</b>		<b>24</b>	<b>850</b>	<b>14,434.32</b>	<b>11,897,699.40</b>	<b>717,897.49</b>	<b>12,615,596.89</b>	

Open Medical: 4  
 Open Comp: 4  
 Open Legal: 16

# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** GAP Committee  
**FROM:** Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board  
**RE:** *Community Engagement Report*  
**PERIOD:** March 12 – May 11

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**General administration:** The Mayor's office regularly receives invitations to events, mail or email correspondence regarding a variety of issues, responses which need to be coordinated with Mr. Norris and department heads, and requests for legislative response depending on the issue. The Office also receives phone, email and written requests to meet with officials and staff on various projects or other issues; meetings which are organized through me. These are on-going functions. I typically attend meetings that involve community organizations or other areas of similar interest.

### PARTNERSHIPS

#### **COVID-19 related:**

- Coordinating weekly calls with Governor Pritzker's office (changes are made weekly to call-in information)
- Listening in on weekly calls with the State as needed.
- Assisting with meetings as needed on weekly basis.

#### **Community Organizations:**

- Coordinated children's book readings with Mayor McLeod – filming on 4/29 – readings are available via YouTube.
- Provided Schaumburg Township Food Pantry with 150 Census bags.
- Working with Trustee Pilafas to host a virtual meeting with HEC partners.

#### **Administrative, Travel and Legislative issues:**

- Attended and took committee minutes– 4/27 and 5/4
- Processed expenses for March/April credit card statements
- Contacted Federal legislators regarding (Fiscal Pain Tracker / COVID-19 Advocacy) on behalf of the Mayor

### ON-GOING INITIATIVES

#### **Census Activities:**

- Created a handout for restaurants to provide to customers to encourage participation in the Census.
- Updated financials and other materials for Cook County and Mayors Caucus grants as needed.
- Ordered 4,800 face masks through the USCM and initiative Masks for Mayors (\$0 cost to the Village.)

### Women's Suffrage Celebration:

- Working with Trustee Karen Mills and Mayor McLeod to support this initiative
  - PW looking into plantings and signage for the spring / plans to be approved

### WRITTEN COMMUNICATIONS

- Wrote Mayor's columns for April / May Citizen
- Maintaining consistent social media updates and sharing posts to three groups (Everything Hoffman Estates, Winston Knolls, North Hoffman Estates Neighbors).

Proclamations presented: 4/20 and 5/4

Child Abuse Prevention Month	April
National Autism Awareness Month	April
Earth Day	April 22, 2019
Arbor Day	April 26, 2019
Small Business Week	April 29 - May 5
Mental Health Awareness Month	May
National Nurses Month	May
Public Service Awareness Week	May 3 - 9
Municipal Clerks Week	May 3-9
National Economic Development Week	May 4-9

### Meetings:

Coordinated several calendar items across departments as needed.

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Jennifer Djordjevic

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

