



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

Village of Hoffman Estates

General Administration and Personnel Committee Meeting Agenda

December 12, 2022

Immediately Following Planning, Building & Zoning Committee
Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

- I. Roll Call**
- II. Approval of Minutes – November 14, 2022**

NEW BUSINESS

1. Request approval of 2023 Village Board and Standing Committees meeting schedule.
2. Request approval of a proposal from Dan Shomon, Inc., Chicago, IL, for government relations consulting services at a cost of \$4,500 per month from January 1, 2023 through December 31, 2023.

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**

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

November 14, 2022

I. Roll Call

Members in Attendance:

**Karen Arnet, Chair
Karen Mills, Vice-Chair
Gary Stanton, Trustee
Gary Pilafas, Trustee (via electronic attendance)
Michael Gaeta, Trustee
Mayor William D. McLeod**

Member Absent:

Anna Newell, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Jana Dickson, Asst. Corporation Counsel
Peter Gugliotta, Director of Dev. Services
Kevin Kramer, Director of Economic Dev.
Michael Walker, Community Planner
Joe Weesner, Senior Transportation Eng.
Patrick Seger, Director of HRM
Suzanne Ostrovsky, Asst. Village Mgr.
Daniel Langguth, Administrative Intern
Ric Signorella, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 8:03 pm.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the General Administration & Personnel Committee meeting minutes of October 10, 2022. Roll call vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request approval of an ordinance authorizing the sale of personal property owned by the Village of Hoffman Estates.

An item summary sheet from Daniel Langguth was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve an ordinance authorizing the sale of personal property owned by the Village of Hoffman Estates. Roll call vote taken. All ayes. Motion carried.

2. Review and approval of legal updates and policy revisions to the Village Personnel Policy Manual.

An item summary sheet from Patrick Seger was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve legal updates and policy revisions to the Village Personnel Policy Manual. Roll call 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

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 8:07 pm. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Asst.

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Discussion regarding 2023 Village Board and Standing Committees meeting schedule

MEETING DATE: December 12, 2022

COMMITTEE: General Administration & Personnel

FROM: Eric Palm, Village Manager

PURPOSE: To provide discussion regarding the 2023 Village Board and Standing Committees meeting schedule.

DISCUSSION: Staff conducted a review of national holidays as well as major religious holidays celebrated by the Christian, Islamic and Jewish faiths that fall on the dates of scheduled 2023 Village Board and Standing Committee meetings.

Yom Kippur is September 24-25. The Committee meetings scheduled for September 25 can be moved to October 2, prior to the Village Board meeting that evening.

The following national holidays fall on scheduled meeting dates:

New Year's Day – January 2, 2023

Labor Day – September 4, 2023

Since New Year's Day will be observed on Monday, January 2, 2023, the Village Board meeting can be rescheduled to Tuesday, January 3, 2023.

Also, Labor Day, September 4, conflicts with the Monday meeting dates. The Village Board meeting scheduled for September 4 can be moved to Tuesday, September 5.

Staff has also compiled a list of conferences that the Mayor and Board of Trustees often attend that fall on Mondays. Since COVID-19 makes these conferences uncertain, the Board can continue to meet during the regular dates scheduled or reschedule the meetings based on the date of the conferences, whatever the Board decides.

1. **National League of Cities – March 26-28, 2023**
The March 27 Committee meetings can be moved prior to the Board meeting on March 20, 2023.

2. **ICSC Conference – May 21-23, 2023**
The May 22 Committee meetings can be moved prior to the Village Board meeting on May 15, 2023.

3. **U.S. Conference of Mayors – June 2-5, 2023**
Since the last day of the Conference is June 5, the same day as the Village Board meeting, the Mayor usually comes back in time for the meeting. If that is not the case this year, the Board meeting for that evening can be rescheduled to June 12, prior to Committees that evening, whatever is preferred.

For the last several years, the Village Board has approved a summer meeting schedule that consists of summer Board and Standing Committee meetings occurring on the 1st and 3rd Mondays of the month in July and August, with no 2nd and 4th Monday meetings. For July meetings, the dates would be Monday, July 3 and Monday, July 17. For August meetings, the dates would be August 7 and August 21.

RECOMMENDATION: Staff recommends scheduling Village Board and Standing Committee meetings for 2023 as follows:

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

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

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Government Relations consulting services proposal

MEETING DATE: December 12, 2022

COMMITTEE: General Administration & Personnel

FROM: Eric Palm, Village Manager

PURPOSE: Request approval of a proposal for government relations consulting services.

BACKGROUND: The Village's agreement for government relations consulting services (lobbying) is reviewed on annual basis and Staff is recommending to renew our existing agreement with Dan Shomon, Inc. through December 31, 2023.

DISCUSSION: Mr. Shomon has over thirty years of extensive experience and credentials in government relations. More detail on his background can be found at <https://www.danshomon.com>

Attached please find a proposal from Dan Shomon, Inc. regarding the services that will be provided under this agreement.

Mr. Shomon has been instrumental in securing over \$1,000,000 in state funding for critical infrastructure projects for the Village. These items are in the State's budget and he is working diligently with our legislators to get those funds released for projects in the upcoming fiscal year.

Mr. Shomon has made himself available and assisted with various items that arise throughout the year to both myself and the Mayor.

FINANCIAL IMPACT: The FY2023 budget appropriates \$54,000 for this expense.

RECOMMENDATION: Request approval of a proposal from Dan Shomon, Inc. for government relations consulting services at a cost of \$4,500 per month from January 1, 2023 through December 31, 2023.

Attachment
Proposal

DAN SHOMON

INCORPORATED

PROPOSAL TO PROVIDE GOVERNMENT RELATIONS CONSULTING SERVICES TO THE VILLAGE OF HOFFMAN ESTATES

Background

The Village of Hoffman Estates has an excellent relationship with its two key Springfield legislators, Rep. Fred Crespo and Senator Cristina Castro. Village officials and Mayor Bill McLeod are hoping to use those relationships to maximize opportunities for funding for Hoffman Estates capital projects and other important economic development engines.

Hoffman Estates would like to make sure its capital projects are all released soon since the state is behind on releasing projects.

According to Senator Castro, a \$1 million appropriation for Hoffman Estates for infrastructure is in the process of getting released and the village should be getting the paperwork soon. The language is "Section 1912. The sum of \$1,000,000, or so much thereof as may be necessary, is appropriated from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity for costs associated with a grant to Hoffman Estates for costs associated with the infrastructure improvement."

Action Plan – Dan Shomon Inc. will do the following for Hoffman Estates:

1. Seek state and federal grant funding to meet Village priorities
 - a. Line-itemed appropriations -- Seek release of any unreleased projects in the capital bill.
 - b. Competitive grants -- Pursue opportunities such as DCEO competitive Rebuild Illinois and tourism grant proposals.
 - c. Department of Natural Resources – Pursue grants such as OSLAD and Public Museum Capital Grant.
 - d. Federal earmarks -- Seek federal earmarks from Congressman Krishnamoorthi and Senators Durbin and Duckworth in the 2022 congressional session.
 - e. Seek additional opportunities for NOW Arena and make key networking introductions for NOW Arena and Village officials with opportunities for events and concerts at the facility.

2. LGDF – Fight to prevent more cuts in Local Government Distributive Fund (LGDF)
 - a. While the Illinois Municipal League is pushing for a restoration of LGDF funding, Hoffman Estates must join other communities to fight to maintain its share of LGDF at a time when the General Assembly will be cutting budgets.
 - b. Work as a partner with fire and police unions to maintain LGDF funding.
3. TIF reform – Protect the TIF program from legislative attack
 - a. Tax Increment Financing Districts are one of the only economic development tools for municipalities.
 - b. Lobbyist team will work in partnership with other organizations to stop some legislators who are intent on dismantling the program.
4. State agency issues
 - a. Lobby team will assist in speeding up requests and issues pending before IDOT, IEPA and other state agencies
 - b. Team will keep Hoffman Estates aware of grant and other opportunities or news announced by individual agencies.
5. Public safety reform
 - a. Work with Hoffman Estates' chief and Mayor to advance needed changes to police reform law.
 - b. Keep the Village updated on any developments on public safety reform legislation.
6. Working with other organizations to advance the interests of Hoffman Estates, including;
 - a. Illinois Municipal League
 - b. Northwest Municipal Conference
 - c. Metropolitan Mayors Caucus

Background on Dan Shomon Inc.

Dan Shomon of Dan Shomon Inc. (DSI) has more than 30 years of experience working in and around Illinois government. The firm – www.danshomon.com -- is a registered lobbying entity with the State of Illinois, the City of Chicago, and Cook County. Dan Shomon is the principal and CEO and Corryn Bradley is Director of Government Relations.

The firm represents municipal governments as a lobbyist for the towns of Elgin, Zion, Richton Park, and Kane County. The firm also represents the Naper Settlement Museum in Naperville, part of the City of Naperville. Dan Shomon Inc. has been successful in

helping to obtain more than \$100 million in capital grants for these communities and millions of dollars in other grant funding. Also, the firm was instrumental in making sure that Aurora and Elgin received a higher percentage of CARES Act funding than any other municipality in the Chicagoland area.

Shomon has an undergraduate degree from Georgetown University and a Masters' Degree in Public Administration from University of Illinois. He serves on the University of Illinois on the alumni government relations advisory and advocacy committee. Corryn Bradley has an undergraduate degree from University of Minnesota and works with several Dan Shomon Inc. municipal clients.

Shomon served for nine years as a top aide to then Senator Barack Obama. From 1997 to 2006, Shomon was Campaign Manager, Political Director and top aide to Obama and is credited with playing a key role in Obama's election to the United States Senate. Shomon managed three of Obama's campaigns and he is featured in two of Obama's books, including recent bestseller "Promised Land."

Shomon worked for five years in the State Senate and built strong relationships in Springfield. He also has Cabinet level experience as the spokesman and Manager of Public Information for the Illinois Environmental Protection Agency for almost two years. He also learned about financial issues as the chief spokesman and Manager of Policy and Communications for State Treasurer Pat Quinn for two years.

Corryn Bradley manages several important accounts for the company, including Mid-America Transplant Services and the Illinois Academy of Physician Assistants. Corryn has also volunteered at the Illinois Legislative Black Caucus golf outing and maintains strong relationships among African American, Latino and Asian lawmakers and staff in the Legislature and the Governor's Office.

Fees

Dan Shomon Inc. will charge a consulting fee of \$4,500 per month from January 1, 2023, until December 31, 2023. No expenses will be charged to Hoffman Estates unless they are specifically approved by the Village Manager. The contract can be canceled at any time with thirty (30) days notice and will be prorated.

Signatures

Dan Shomon
Dan Shomon Inc.

Village of Hoffman Estates

Date

Date

VILLAGE OF HOFFMAN ESTATES

Memo

To: Eric Palm
From: Ric Signorella
Regarding: HETV Report
Date: December 1, 2022

Citizen Segments

This month the Citizen covers: Celtic Fest, HEPD Cram the Cruiser 2nd Annual Food Drive, Northern IL Foot & Ankle Ribbon Cutting, Utility Commission Awards Presentation, Preschool Arts Reception, Senior Commission Thanksgiving Luncheon, Public Works Open House & the activities of Health & Human Services.

Citizen Segments and Programs in development:

Schaumburg & Hoffman Estates Branch Library Programs Airing on HETV
Economic Development Video (Why Hoffman Estates?)
Economic Development Property Promotional Videos
HHS Dept. Activities Videos
HEPD / HEFD Swearing – In's
eTrackit Instruction Video
EV Ribbon Cutting at Village Hall
PSA: How Can I Prevent Carbon Monoxide Poisoning?
Arts Commission: Anyone Can Sing?
Sister Cities Program: Meet Mary Cassatt: An American Artist Program
CPA / First Responder Teen Academy Graduation
Senior Commission Holiday Cheer Event
HEPD In-Service Training Seminar (Internal Use)
Berkshire Hathaway Ribbon Cutting – Bell Works
Crumbi Ribbon Cutting
Crystal Clean Ribbon Cutting – Bell Works
Wintrust Bank Food Pantry Food Drive
Shop with a Cop
Happy Holidays Greetings w/ Mayor Bill Mcleod (Snow Globe)
Mortgage Mac / LendSure Inc. Ribbon Cutting
GCAMP Video
Fundamentals of Emotions at Work (Internal Use)

Schaumburg Township & Hoffman Estates Branch Kids / Adults Library Programs
Now airing.

Friendship Tree Lighting & Veterans Day Ceremony
Now airing.

Opening of Forest Preserve Single-Track Trail
Now airing.

Sister Cities: French Evening
Now airing.

Senior Commission: Thanksgiving Entertainer/Singer
Now airing.

Community Safety Meetings at TJ and Timber Trails Elementary
Now airing.

Celtic Fest Celtic Fest Concerts / Platzkonzert / Blaskapelle Milwaukee Band
Now airing.

Hispanic Heritage Fiesta
Now airing.

Complaints/Inquiries
There were no new inquiries.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

November 2022

Staffing Activity

New Starts:	2 –	Accountant I Communications Manager
Separations:	0	
Transfers:	0	
Retirees:	1 –	Public Works Supervisor
Promotions:	1 –	Staff Therapist to Staff Psychologist/Clinical Supervisor
Reclassifications:	1 -	Administrative Assistant to HRM Analyst
Change in Status:	0	

Staffing:	Full Time Employees	338 budgeted	335 current
	Part Time Employees	74 budgeted	71 current
	Temporary Employees	0 budgeted	2 current
	Seasonal Employees	21 budgeted	0 current
	Paid Interns	6 budgeted	3 current

Month & Year-to-Date Activity:

0 Seasonals with	11 for year
1 Promotions with	13 for year
0 Separations with	34 for year
1 Retirements with	11 for year
0 Transfer with	1 for year

Recruitment Activity

Crossing Guard (3)

The positions were posted on the Village website, social media and broadcast email. Now hiring signs were posted at the schools with openings – Lincoln, Churchill and Keller. Applications are reviewed by the interview team as they are received.

Staff Assistant

The position was posted on the Village website, social media and broadcast email. Applications were reviewed by the interview team. Ten candidates were chosen to advance to skills testing. Six candidates advanced to interviews. An offer was made to one of the candidates, she accepted and is completing pre-employment screening.

Accountant I

The position was posted on the Village website, social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, IGFOA, GOVHR, PublicSalary and ILCMA. Applications were reviewed by the interview team as they were submitted. Four candidates were selected to move on to skills testing and interviews. Interviews were held in mid-October. An offer was made to one candidate. She accepted and started on November 7th.

Communications Manager

The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, PRSA and 3CMA. First review of applications was held on September 12th. Eight candidates were screened via Zoom. Six were chosen for an assessment center at Village Hall on 10/06/22. An offer was made and accepted. The candidate completed pre-employment screening and started on November 7th.

Administrative Staff Assistant – PT

The position was posted on the Village website, social media and broadcast email. Applications were reviewed by the interview team. Three candidates were chosen to advance to skills testing and interviews. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. Her first day is scheduled for December 5th.

Administrative Service Officer I

The position was posted on the Village website, social media and broadcast email. Nine applicants were chosen for skills testing. Those candidates that meet the skills requirements interviewed in early November. One candidate was offered the position. He accepted and is completing pre-employment screening. He is scheduled to start on December 5th.

Assistant Finance Director

The position was posted on the Village website, social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, ILCMA and IGFOA. First review of applications was held on November 9th. Six candidates were chosen for interview on November 28th and 29th.

PW Winter Seasonal (4)

The positions were posted on the Village website, social media and broadcast email. Two returning seasonal has applied. One new applicant interviewed and is being considered.

PW Supervisor

The position was posted internally for Teamster members. Applications were reviewed by the Director and Asst. Director of Public Works. The candidates completed skills testing and interviewed in November. Awaiting decision from the interview team.

Labor/Management Relations

Contract Status: **Police** (Metropolitan Alliance of Police - MAP Chapter 96)
Contract (Jan. 1, 2022 - December 31, 2024).

Fire (International Association of Firefighters - Local 2061)
Contract (January 1, 2021 – December 31, 2023).

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).
The Village continued negotiations with MAP 97 in November.

Grievances

N/A

Personnel/Benefits/Employee Services

- As staff liaison to the Celtic Fest Commission, the Director of HRM attended the monthly meeting.
- As staff liaison to the Cultural Awareness Commission, the Director of HRM and Assistant to the HRM Director attended the monthly meeting.
- The Director of HRM attended the Intergovernmental Personnel Benefits Cooperative (IPBC) board meeting.
- The Director of HRM participated in Management Team meetings.
- HRM staff, along with General Government, received Village Board approval of the Personnel Policy Manual update.

- The Director of HRM and the Assistant to the HRM Director participated in MAP 97 negotiations.
- The Director of HRM participated in the interviews for the Assistant Finance Director.
- HRM hosted training for supervisors and managers on Fundamentals of Emotions.
- HRM staff participated in multiple employee meetings regarding employee recruitment and retention.

Risk Management/Safety/Loss Control

- Continued to facilitate the proper handling of all open workers' compensation claims.
- Continue working with claims and loss control staff of the Village's new workers' compensation carrier.
- Continued the insurance renewal process for the 2023 term.
- Conducted meetings with staff related to high exposure workers' compensation claims.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.
- Provided written updates to appropriate management staff related to the status of several open workers' compensation claims.
- Attended a SLIP pool Board meeting to discuss the 2023 renewal.
- Attended a cyber-security table top exercise.
- Met with staff to discuss strategies for bringing a large property damage claim to conclusion.
- Attended a Fundamentals of Emotions at Work training program conducted by HRM.
- Investigated a trip and fall incident on one of the Village's sidewalks.



Patrick J. Seger
Director of Human Resources Management

HUMAN RESOURCES MANAGEMENT

MONTHLY STAFFING REPORT

NOVEMBER 2022

RECRUITMENTS

POSITION TITLE: Crossing Guard (3)
DEPARTMENT: Police
DATE POSTED: 08/03/2022
AD DEADLINE: Until filled
APPLICATIONS REC'D: 3 new received to date
STATUS: The positions were posted on the Village website and social media and broadcast email. Now hiring signs were posted at the schools with openings – Lincoln, Churchill and Keller. Applications are reviewed by the interview team as they are received.

POSITION TITLE: Staff Assistant
DEPARTMENT: Police
DATE POSTED: 10/25/2022
AD DEADLINE: 11/11/2022
APPLICATIONS REC'D: 28 applications
STATUS: The position was posted on the Village website, social media and broadcast email. Applications were reviewed by the interview team. Ten candidates were chosen to advance to skills testing. Six candidates advanced to interviews. An offer was made to one of the candidates, she accepted and is completing pre-employment screening.

POSITION TITLE: Administrative Staff Assistant – part-time
DEPARTMENT: Development Services
DATE POSTED: 10/25/2022
AD DEADLINE: 11/11/2022
APPLICATIONS REC'D: 22 received to date
STATUS: The position was posted on the Village website and social media and broadcast email. Applications were reviewed by the interview team. Three candidates were chosen to advance to skills testing and interviews. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. Her first day is scheduled for December 5th.

POSITION TITLE: ASO I
DEPARTMENT: Police
DATE POSTED: 10/10/2022
AD DEADLINE: 10/24/2022
APPLICATIONS REC'D: 41 received
STATUS: The position was posted on the Village website, social media and broadcast email. Nine applicants were chosen for skills testing. Those candidates that meet the skills requirements interviewed in early

November. One candidate was offered the position. He accepted and is completing pre-employment screening. He is scheduled to start on December 5th.

POSITION TITLE: Assistant Finance Director
DEPARTMENT: Finance
DATE POSTED: 10/26/2022
AD DEADLINE: 11/16/2022
APPLICATIONS REC'D: 23 received
STATUS: The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, ILCMA and IGFOA. First review of applications was held on November 9th. Six candidates were chosen for interview on November 28th and 29th.

POSITION TITLE: Winter Seasonal (4)
DEPARTMENT: Public Works
DATE POSTED: 10/03/2022
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 6 received to date
STATUS: The positions were posted on the Village website and social media and broadcast email. Two returning seasonal have applied. One new applicant interviewed and is being considered.

POSITION TITLE: PW Supervisor **Internal Only**
DEPARTMENT: Public Works
DATE POSTED: 10/14/2022
AD DEADLINE: 10/21/2022
APPLICATIONS REC'D: 4 applications received.
STATUS: The position was posted internally for Teamster members. Applications were reviewed by the Director and Asst. Director of Public Works. The candidates completed skills testing and interviewed in November. Awaiting decision from the interview team.

NEW STARTS

POSITION TITLE: Accountant I
DEPARTMENT: Finance
DATE POSTED: 08/30/2022
AD DEADLINE: 09/18/2022
APPLICATIONS REC'D: 31 received
STATUS: The position was posted on the Village website, social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, IGFOA, GOVHR, PublicSalary and ILCMA. Applications were reviewed by the interview team as they were submitted. Four candidates were selected to move on to skills testing and interviews. Interviews were held in mid-October. An offer was made to one candidate. She accepted and started on November 7th.

POSITION TITLE: Communications Manager
DEPARTMENT: General Government
DATE POSTED: 08/16/2022
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 36 received
STATUS: The position was posted on the Village website, social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, PRSA and 3CMA. First review of applications was held on September 12th. Eight candidates were screened via Zoom. Six were chosen for an assessment center at Village Hall on 10/06/22. An offer was made and accepted. The candidate completed pre-employment screening and started on November 7th.

SUMMARY OF EMPLOYMENT ACTIVITY NOVEMBER 2022

	<u>Total Number</u>	<u>Position</u>
New Starts	2	Accountant I Communications Manager
Separations	0	
Promotions	1	Staff Therapist to Staff Psychologist
Reclassifications	1	Admin. Asst. to HRM Analyst
Downgrades	0	
Transfers	0	
Retirements	1	Public Works Supervisor
Change of Status	0	

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	8	Admin. Staff Asst. ASO I Winter Seasonal (3) Police Officer (3)
Separations	0	
Promotions	0	
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	1	Fire Lieutenant
New Positions	0	
Eliminated Positions	0	

2022 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	338	335
PART TIME EMPLOYEES	74	71
TEMPORARY EMPLOYEES	0	2
SEASONAL EMPLOYEES	21	0
INTERNS (PAID)	6	3
 TOTAL	 439	 411

Total Vacancies:

Full Time

Budgeted – Posted

**ASO I
PD Staff Assistant
Assistant Finance Director
PW Supervisor**

Budgeted - Not Posted

**Sr. IS Specialist
Business Systems Analyst**

Part Time

Budgeted – Posted

**Administrative Staff Assistant
Crossing Guard (3)**

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	34	875
Part Time – Response to Recruitments	11	123
Seasonal Applicants	5	28
 TOTAL	 50	 1,025

**HUMAN RESOURCES MANAGEMENT
EMPLOYMENT ACTIVITY
NOVEMBER 2022**

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Melissa Brito	11/07/2022	Communications Manager	Tricia O'Donnell
Melissa Kissane	11/07/2022	Accountant I	Susana Arroyo

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Jeff Allen	11/30/2022	PW Supervisor	Retired

PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Maria Cornejo Garcia	11/17/2022	PT Staff Therapist	FT Staff Psychologist

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>
N/A			

RECLASSIFICATION

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Melissa Thompson	11/07/2022	Admin. Assistant	HRM Analyst

UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
N/A			

**ADDITIONAL MONTHLY REPORT INFORMATION
NOVEMBER 2022**

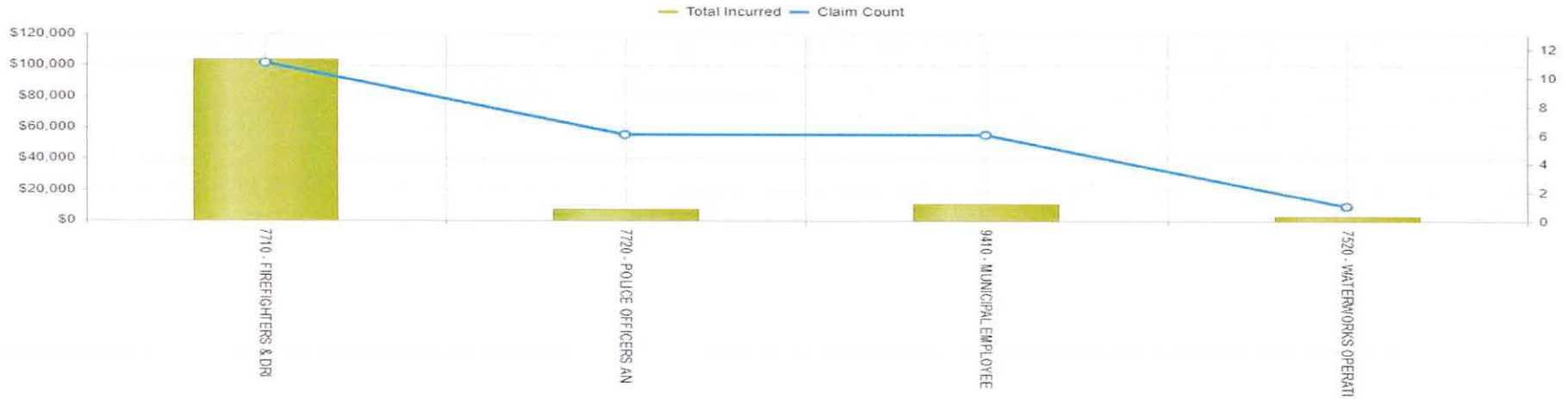
# Anniversaries	<u>6</u>
# Interviews conducted during month	<u>26</u>
# Orientations conducted during month	<u>2</u>

Village of Hoffman Estates

as of 11/30/22

from IPRF

Job Class	Paid	Out Reserve	Recovered	Total Incurred	Claim Count	Cost per Claim
7710 - FIREFIGHTERS & DRIVERS	\$35,983.50	\$67,863.15	\$0.00	\$103,846.65	11	\$9,440.60
7720 - POLICE OFFICERS AND DRIVERS	\$4,658.51	\$2,750.00	\$0.00	\$7,408.51	6	\$1,234.75
9410 - MUNICIPAL EMPLOYEES, NOC	\$898.28	\$9,744.27	\$0.00	\$10,642.55	6	\$1,773.76
7520 - WATERWORKS OPERATION & DRIVERS	\$871.44	\$2,328.56	\$0.00	\$3,200.00	1	\$3,200.00
Totals:	\$42,411.73	\$82,685.98	\$0.00	\$125,097.71	24	\$5,212.40



EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2022

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%	0	1	207,805.04	207,805.04		207,805.04	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	100.0%
00	102	Planning	(Dept)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	1	Community Development	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	206	Customer Service	(Dept)	1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	2	Finance	(Sub-Loc)	1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	250	PPO Payments	(Dept)	1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	25	PPO Payments	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	300	Administration	(Dept)	1	1.8%	0	1	0	0%	0	1	193.50	193.50		193.50	0.1%
00	301	Fire Suppression	(Dept)	12	21.4%	6	3	3	25%	0	12	7,922.89	95,074.64		95,074.64	30.7%
00	303	Emergency Medical Service	(Dept)	7	12.5%	5	1	1	14%	0	7	2,302.35	16,116.43		16,116.43	5.2%
00	3	Fire	(Sub-Loc)	20	35.7%	11	5	4	20%	0	20	5,569.23	111,384.57		111,384.57	36.0%
00	400	Manager's Office	(Dept)	1	1.8%	0	1	0	0%	0	1	4,452.45	4,452.45		4,452.45	1.4%
00	401	Cable TV	(Dept)	1	1.8%	1	0	0	0%	0	1	260.40	260.40		260.40	0.1%
00	402	Boards & Commissions	(Dept)	1	1.8%	1	0	0	0%	0	1	413.43	413.43		413.43	0.1%
00	4	General Government	(Sub-Loc)	3	5.4%	2	1	0	0%	0	3	1,708.76	5,126.28		5,126.28	1.7%
00	600	Administration	(Dept)	1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	6	Human Resources Manage	(Sub-Loc)	1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	700	Patrol	(Dept)	16	28.6%	13	1	2	13%	0	16	1,761.71	28,187.36		28,187.36	9.1%
00	704	Traffic	(Dept)	1	1.8%	1	0	0	0%	0	1	1,159.40	1,159.40		1,159.40	0.4%
00	7	Police	(Sub-Loc)	17	30.4%	14	1	2	12%	0	17	1,726.28	29,346.76		29,346.76	9.5%
00	801	Water & Sewer	(Dept)	4	7.1%	2	2	0	0%	0	4	733.76	2,935.02		2,935.02	0.9%
00	802	Building & Grounds	(Dept)	1	1.8%	0	1	0	0%	0	1	1,411.10	1,411.10		1,411.10	0.5%
00	804	Forestry	(Dept)	5	8.9%	5	0	0	0%	0	5	565.72	2,828.60		2,828.60	0.9%
00	805	Clerical	(Dept)	1	1.8%	1	0	0	0%	0	1	452.50	452.50		452.50	0.1%
00	8	Public Works	(Sub-Loc)	11	19.6%	8	3	0	0%	0	11	693.38	7,627.22		7,627.22	2.5%
00	9	Information Systems	(Sub-Loc)	1	1.8%	1	0	0	0%	0	1	168.50	168.50		168.50	0.1%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2022**

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

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 11/30/2022**

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.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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: 11/30/2022

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	31.7%
10	3	Fire	(Sub-Loc)	16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	36.3%
10	700	Patrol	(Dept)	15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.5%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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	46.5%
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	19,712.35	19,712.35		19,712.35	3.5%
10	8	Public Works	(Sub-Loc)	8	19.0%	6	2	0	0%	0	8	3,515.01	28,120.06		28,120.06	4.9%
10	01	Village of Hoffman Estates	(Loc)	42	100.0%	21	13	8	19%	0	42	13,575.53	570,172.31		570,172.31	100.0%
Totals for 2010 Claims:				42	100.0%	21	13	8	19%	0	42	13,575.53	570,172.31		570,172.31	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%	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%
Totals for 2011 Claims:				31	100.0%	20	5	6	19%	0	31	23,523.59	729,231.23		729,231.23	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	14.3%
12	25	PPO Payments	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.3%
12	301	Fire Suppression	(Dept)	12	27.9%	10	1	1	8%	0	12	2,365.84	28,390.13		28,390.13	8.3%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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	51.2%
12	3	Fire (Sub-Loc)	20	46.5%	17	1	2	10%	0	20	10,193.57	203,871.39		203,871.39	59.5%
12	700	Patrol (Dept)	9	20.9%	6	1	2	22%	0	9	8,148.55	73,336.98		73,336.98	21.4%
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	23.0%
12	800	Streets (Dept)	3	7.0%	2	1	0	0%	0	3	296.81	890.43		890.43	0.3%
12	801	Water & Sewer (Dept)	5	11.6%	4	1	0	0%	0	5	1,614.09	8,070.44		8,070.44	2.4%
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%	0	43	7,970.28	342,721.98		342,721.98	100.0%
		Totals for 2012 Claims:	43	100.0%	34	5	4	9%	0	43	7,970.28	342,721.98		342,721.98	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	1	1	13%	0	8	4,307.66	34,461.25		34,461.25	7.4%
13	303	Emergency Medical Service (Dept)	6	15.4%	3	1	2	33%	0	6	35,673.45	214,040.72		214,040.72	45.9%
13	3	Fire (Sub-Loc)	14	35.9%	9	2	3	21%	0	14	17,750.14	248,501.97		248,501.97	53.3%
13	700	Patrol (Dept)	12	30.8%	4	2	6	50%	0	12	15,506.87	186,082.41		186,082.41	39.9%
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%	0	13	14,401.29	187,216.78		187,216.78	40.2%
13	801	Water & Sewer (Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.2%
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	6.3%
13	01	Village of Hoffman Estates (Loc)	39	100.0%	24	6	9	23%	0	39	11,948.09	465,975.68		465,975.68	100.0%
		Totals for 2013 Claims:	39	100.0%	24	6	9	23%	0	39	11,948.09	465,975.68		465,975.68	100.0%
14	100	Code Enforcement (Dept)	1	2.0%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
14	102	Planning (Dept)	1	2.0%	1	0	0	0%	0	1	642.39	642.39		642.39	0.1%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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	47,862.44	504,605.65	69,743.59	574,349.24	68.7%
14	303	Emergency Medical Service	(Dept)	6	12.2%	3	1	2	33%	0	6	9,013.74	54,082.42		54,082.42	6.5%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	1	17	34,912.87	558,688.07	69,743.59	628,431.66	75.1%
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	23.0%
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	0.1%
14	7	Police	(Sub-Loc)	18	36.7%	13	4	1	6%	0	18	10,779.50	194,031.06		194,031.06	23.2%
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	0.7%
14	804	Forestry	(Dept)	3	6.1%	3	0	0	0%	0	3	1,103.67	3,311.00		3,311.00	0.4%
14	8	Public Works	(Sub-Loc)	9	18.4%	7	2	0	0%	0	9	1,145.58	10,310.18		10,310.18	1.2%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	1	48	17,068.35	766,605.74	69,743.59	836,349.33	100.0%
Totals for 2014 Claims:				49	100.0%	35	8	6	12%	1	48	17,068.35	766,605.74	69,743.59	836,349.33	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%	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: 12/31/1996 Through: 11/30/2022

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%
		Totals for 2015 Claims:		29	100.0%	21	2	6	21%	0	29	14,314.99	415,134.83		415,134.83	100.0%
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	75,070.22	292,145.47	8,135.40	300,280.87	33.7%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	1	6	43,097.04	293,543.91	8,135.40	301,679.31	33.8%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	0	16	33,242.87	531,885.85		531,885.85	59.7%
16	701	Investigations	(Dept)	1	2.7%	1	0	0	0%	0	1	7,112.66	7,112.66		7,112.66	0.8%
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	60.5%
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	2.0%
16	803	Equipment & Supply	(Dept)	3	8.1%	2	1	0	0%	0	3	7,918.56	23,755.68		23,755.68	2.7%
16	804	Forestry	(Dept)	3	8.1%	3	0	0	0%	0	3	2,216.74	6,650.22		6,650.22	0.7%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	0	11	4,392.31	48,315.45		48,315.45	5.4%
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	24,094.73	883,369.76	8,135.40	891,505.16	100.0%
		Totals for 2016 Claims:		37	100.0%	29	4	4	11%	1	36	24,094.73	883,369.76	8,135.40	891,505.16	100.0%
17	301	Fire Suppression	(Dept)	1	5.6%	0	0	1	100%	1	0	129,455.95	34,563.39	94,892.56	129,455.95	28.1%
17	303	Emergency Medical Service	(Dept)	5	27.8%	3	0	2	40%	1	4	64,484.81	271,372.27	51,051.76	322,424.03	70.1%
17	3	Fire	(Sub-Loc)	6	33.3%	3	0	3	50%	2	4	75,313.33	305,935.66	145,944.32	451,879.98	98.2%
17	700	Patrol	(Dept)	5	27.8%	5	0	0	0%	0	5	757.36	3,786.80		3,786.80	0.8%
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	0.2%
17	7	Police	(Sub-Loc)	7	38.9%	7	0	0	0%	0	7	700.20	4,901.38		4,901.38	1.1%
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: 11/30/2022

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	0.7%
17	01	Village of Hoffman Estates	(Loc)	18	100.0%	15	0	3	17%	2	16	25,553.09	314,011.28	145,944.32	459,955.60	100.0%
Totals for 2017 Claims:				18	100.0%	15	0	3	17%	2	16	25,553.09	314,011.28	145,944.32	459,955.60	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	15.1%
18	303	Emergency Medical Service	(Dept)	5	14.7%	3	0	2	40%	1	4	18,884.64	75,213.38	19,209.81	94,423.19	29.5%
18	3	Fire	(Sub-Loc)	13	38.2%	7	3	3	23%	1	12	10,990.17	123,662.41	19,209.81	142,872.22	44.7%
18	700	Patrol	(Dept)	14	41.2%	11	1	2	14%	0	14	12,237.06	171,318.86		171,318.86	53.5%
18	7	Police	(Sub-Loc)	14	41.2%	11	1	2	14%	0	14	12,237.06	171,318.86		171,318.86	53.5%
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	0.6%
18	804	Forestry	(Dept)	1	2.9%	1	0	0	0%	0	1	1,179.47	1,179.47		1,179.47	0.4%
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	1.6%
18	01	Village of Hoffman Estates	(Loc)	34	100.0%	23	6	5	15%	1	33	9,409.70	300,720.02	19,209.81	319,929.83	100.0%
Totals for 2018 Claims:				34	100.0%	23	6	5	15%	1	33	9,409.70	300,720.02	19,209.81	319,929.83	100.0%
19	301	Fire Suppression	(Dept)	12	42.9%	8	1	3	25%	2	10	41,377.69	457,302.83	39,229.47	496,532.30	56.5%
19	303	Emergency Medical Service	(Dept)	4	14.3%	3	0	1	25%	1	3	34,653.58	57,067.42	81,546.90	138,614.32	15.8%
19	3	Fire	(Sub-Loc)	16	57.1%	11	1	4	25%	3	13	39,696.66	514,370.25	120,776.37	635,146.62	72.3%
19	700	Patrol	(Dept)	12	42.9%	8	2	2	17%	1	11	20,320.28	224,849.57	18,993.78	243,843.35	27.7%
19	7	Police	(Sub-Loc)	12	42.9%	8	2	2	17%	1	11	20,320.28	224,849.57	18,993.78	243,843.35	27.7%
19	01	Village of Hoffman Estates	(Loc)	28	100.0%	19	3	6	21%	4	24	31,392.50	739,219.82	139,770.15	878,989.97	100.0%
Totals for 2019 Claims:				28	100.0%	19	3	6	21%	4	24	31,392.50	739,219.82	139,770.15	878,989.97	100.0%
20	100	Code Enforcement	(Dept)	2	7.1%	1	1	0	0%	0	2	156.72	313.44		313.44	0.1%
20	1	Community Development	(Sub-Loc)	2	7.1%	1	1	0	0%	0	2	156.72	313.44		313.44	0.1%
20	301	Fire Suppression	(Dept)	11	39.3%	4	4	3	27%	2	9	14,715.94	133,851.29	28,024.08	161,875.37	54.8%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 11/30/2022

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)	3	10.7%	2	1	0	0%	0	3	11,668.95	35,006.86		35,006.86	11.9%
20	3	Fire (Sub-Loc)	14	50.0%	6	5	3	21%	2	12	14,063.02	168,858.15	28,024.08	196,882.23	66.7%
20	502	Employee Wellness (Dept)	1	3.6%	1	0	0	0%	0	1	2,451.12	2,451.12		2,451.12	0.8%
20	5	Health & Human Services (Sub-Loc)	1	3.6%	1	0	0	0%	0	1	2,451.12	2,451.12		2,451.12	0.8%
20	700	Patrol (Dept)	8	28.6%	2	5	1	13%	0	8	6,287.69	50,301.48		50,301.48	17.0%
20	7	Police (Sub-Loc)	8	28.6%	2	5	1	13%	0	8	6,287.69	50,301.48		50,301.48	17.0%
20	802	Building & Grounds (Dept)	2	7.1%	1	1	0	0%	0	2	1,380.38	2,760.75		2,760.75	0.9%
20	803	Equipment & Supply (Dept)	1	3.6%	0	0	1	100%	1	0	42,647.50	38,626.98	4,020.52	42,647.50	14.4%
20	8	Public Works (Sub-Loc)	3	10.7%	1	1	1	33%	1	2	15,136.08	41,387.73	4,020.52	45,408.25	15.4%
20	01	Village of Hoffman Estates (Loc)	28	100.0%	11	12	5	18%	3	25	10,548.45	263,311.92	32,044.60	295,356.52	100.0%
Totals for 2020 Claims:			28	100.0%	11	12	5	18%	3	25	10,548.45	263,311.92	32,044.60	295,356.52	100.0%
21	301	Fire Suppression (Dept)	3	12.0%	1	1	1	33%	1	2	4,962.27	4,784.96	10,101.84	14,886.80	5.2%
21	303	Emergency Medical Service (Dept)	4	16.0%	2	1	1	25%	1	3	16,129.65	53,097.48	11,421.13	64,518.61	22.6%
21	3	Fire (Sub-Loc)	7	28.0%	3	2	2	29%	2	5	11,343.63	57,882.44	21,522.97	79,405.41	27.8%
21	700	Patrol (Dept)	10	40.0%	7	2	1	10%	1	9	3,209.58	15,962.64	16,133.12	32,095.76	11.2%
21	702	Crime Prevention (Dept)	1	4.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
21	7	Police (Sub-Loc)	11	44.0%	8	2	1	9%	1	10	2,917.80	15,962.64	16,133.12	32,095.76	11.2%
21	800	Streets (Dept)	2	8.0%	1	0	1	50%	1	1	8,738.09	4,076.38	13,399.79	17,476.17	6.1%
21	801	Water & Sewer (Dept)	2	8.0%	1	0	1	50%	1	1	60,868.71	121,737.41		121,737.41	42.6%
21	803	Equipment & Supply (Dept)	1	4.0%	0	0	1	100%	0	1	34,935.58	34,935.58		34,935.58	12.2%
21	8	Public Works (Sub-Loc)	5	20.0%	2	0	3	60%	2	3	34,829.83	160,749.37	13,399.79	174,149.16	61.0%
21	9	Information Systems (Sub-Loc)	2	8.0%	0	2	0	0%	0	2	0.00	0.00		0.00	0.0%
21	01	Village of Hoffman Estates (Loc)	25	100.0%	13	6	6	24%	5	20	11,426.01	234,594.45	51,055.88	285,650.33	100.0%
Totals for 2021 Claims:			25	100.0%	13	6	6	24%	5	20	11,426.01	234,594.45	51,055.88	285,650.33	100.0%
250	Village of Hoffman Estates		920		601	157	162		17	903	14,968.76	13,305,351.02	465,903.75	13,771,254.77	

Open Medical: 1
 Open Comp: 0
 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: *Operations/Outreach Report*
PERIOD: November 2022

- Coordinated Santa Arrival at Cabela's with Police, Fire and Village Board. (December 5th – cold and windy!)
- Attended Committee meetings on November 7th / processed minutes
- Coordinated group tickets Windy City Bulls Home Opening Game (also December 5th)
- Celtic Fest Planning 2023 – met with Linda Scheck, Ben Gibbs, Mayor and members of the Chicago Scots to discuss possible partnership opportunities for 2024. Hosted Commission meeting on November 2nd.
- Organized Arrow of Light Scout visit with the Mayor and Board on November 14th.
- Assisted with the Senior Commission Luncheon on November 16th
- Coordinated and attended Wine Wednesday on November 16th at Holiday Inn Express and Suites
- Scheduled Mayor to attend Sewa-Diwali event on November 18th at the Schaumburg Township Food Pantry location / a proclamation was presented to the group
- Coordinated Pre-school arts reception and certificates for over 100 students on November 21st
- Submitted orders and coordinated pick up for Brookdale Pie and Wine Event
- Processed Liquor License Meeting for Kritunga (formerly Thumka) on November 30th.
- Planned pre-event dinners for (November 7, 14, 21, and 28)
- Processed election condolence/congratulation letters
- Ordered branded items for the Mayor's Office
- Mayor for a Day scheduled and executive for two parties:
 - o November 22 (Timothy Laurent and kids)
 - o November 29th (Dr. Avis Proctor / Harper College President)

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