



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

Village of Hoffman Estates

General Administration and Personnel Committee Meeting Agenda

September 11, 2023

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

- I. Roll Call**
- II. Approval of Minutes – August 7, 2023**
- III. Public Comment**

NEW BUSINESS

1. Request consideration of a request from the Children's Advocacy Center of North and Northwest Cook County for an extension of the existing Lease for the property located at 640 Illinois Boulevard.

REPORTS (INFORMATION ONLY)

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

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

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

August 7, 2023

I. Roll Call

Members in Attendance:

**Patrick Kinnane, Chair
Gary Stanton, Vice-Chair
Karen Arnet, Trustee
Gary Pilafas, Trustee
Anna Newell, Trustee
Mayor William D. McLeod**

Members Absent:

Karen Mills, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Jana Dickson, Assistant Corporation Counsel
Rachel Musiala, Finance Director
Kasia Cawley, Police Chief
Alan Wax, Fire Chief
Monica Saavedra, Director of HHS
Patrick Seger, Director HRM
Alan Wenderski, Dir. Engineering
Darek Raszka, Director of IT
Joe Nebel, Director of Public Works
Pete Gugliotta, Dir. Dev Services
Bev Romanoff, Village Clerk
Suzanne Ostrovsky, Asst. Village Mgr.
Ric Signorella, Multimedia Manager
Kevin Kramer, Economic Dev. Dir.
Phil Green, Trans. And Long Range planner
Michael Walker, Community Planner
Jenny Horn, Dir. Planning and Transportation**

The General Administration & Personnel Committee meeting was called to order at 7:09 p.m.

II. Approval of Minutes – July 3, 2023

Motion by Trustee Stanton, seconded by Trustee Arnet, to approve the General Administration & Personnel Committee meeting minutes of July 3, 2023. Voice vote taken. All ayes (Abstain: Pilafas). Motion carried.

III. Public Comment

None

REPORTS (INFORMATION ONLY)

1. Cable TV Monthly Report

The Board wished Ric Signorella a happy birthday.

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.

IV. President's Report

V. Other

VI. Items in Review

VII. Adjournment

Motion by Trustee Arnet, seconded by Trustee Pilafas, to adjourn the meeting at 7:11 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations/
Outreach, Office of the Mayor & Board

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request consideration of a request from Children's Advocacy Center of North and Northwest Cook County to extend the existing Lease at 640 Illinois Boulevard.

MEETING DATE: September 11, 2023

COMMITTEE: General Administration and Personnel Committee

FROM: Daniel P. O'Malley, Deputy Village Manager

REQUEST: Request consideration of a request from Children's Advocacy Center of North and Northwest Cook County to extend the existing Lease at 640 Illinois Boulevard.

BACKGROUND: The Children's Advocacy Center (CAC) was established in 1992 and the Village entered into the original lease agreement with the agency at that time. This lease has been extended many times since then with the most recent extension in 2017 that extended the current lease term to December, 2030.

DISCUSSION: The CAC as applied for a grant from the State of Illinois through the Department of Commerce and Economic Opportunity (DCEO). The grant funding would allow for several improvements to the building including renovating the office area, upgrading the electric service, improving bathrooms as well as general remodeling and updating of the building.

As part of the State grant, DCEO requires that grant applicants that are leasing a facility must have a minimum term of 15 years in order to maximize the investment. The current CAC lease expires in seven years. Therefore, the CAC is requesting an extension of the current lease term to 2038 in order to remain eligible for the DCEO grant funding. Attached is a letter from the CEO of the CAC detailing their request. Also attached is a revised lease that extends the term to December 31, 2038. All other provisions of the lease remain the same.

FINANCIAL IMPACT: There is no financial impact to the Village.

RECOMMENDATION: Request approval of an extension to the existing lease with the Children's Advocacy Center of North and Northwest Cook County to extend the lease term to December 31, 2038.

Attachments



**THE CHILDREN'S
ADVOCACY CENTER**

OF NORTH & NORTHWEST COOK COUNTY

Healing children one story at a time.

To Whom It May Concern,

The CAC is grateful to have the historic home located at 640 Illinois Blvd, Hoffman Estates, IL 60169 as our main location for essential services provided to children and families who are alleged victims or witnesses to abuse and/or other crimes. The CAC has an opportunity to apply for capital funding through the state of Illinois to provide necessary updates and renovations to the office. I appreciate the collaboration with the village thus far to identify needs and specific projects.

Per application requirements from the Illinois Department of Commerce and Economic Opportunity, capital improvements may be made to buildings leased by the applying agency if the lease is 15 years in length at the time of grant application submission. Currently, the lease between the CAC and the Village of Hoffman Estates is through 2033 (10 years). Therefore, I am kindly requesting the lease be extended by 5 years through 2038 (15 years) to meet the capital funding grant application criteria.

Thank you for this consideration! I truly believe the capital funding will improve the CAC office to allow for updated and expanded space for employees and most of all to better serve our clients.

Respectfully,

Melanie Pignotti, LCPC

Melanie Pignotti, LCPC

Chief Executive Officer

LEASE

This Lease is made as of the ____ day of _____ 20__ between the Village of Hoffman Estates, a municipal corporation ("Lessor") and the Children's Advocacy Center of North and Northwest Cook County, a not-for-profit corporation ("Lessee"), in accordance with Chapter 24, Section 11-76-1 of the Illinois Revised Code, as amended, 65 ILCS 5/11-76-1, and as codified in the Village's Ordinance 2425-1992.

Lessor, in consideration of the rent later specified to be paid by Lessee, and the covenants and agreements later contained by the Lessee to be performed, has let unto the Lessee those certain premises in the Village of Hoffman Estates, County of Cook, State of Illinois, as described within the Quit Claim Deed marked as Exhibit "A" and as depicted by the area outlined in yellow on the aerial schematic which is attached and marked as Exhibit "B". Each of these exhibits is attached and by this reference incorporated herein for all purposes ("Premises").

1. **PRIOR LEASE:** The Prior Lease entered into by the Lessor and Lessee dated ~~December 15, 2008~~ May 1, 2017 shall, by mutual consent, be terminated upon the execution of this Lease.

2. **TERM:** The term of this Lease shall begin on the first day of ~~May 2017~~ September 2023 and end on the last day of ~~December 2030~~ 2038, except as otherwise subsequently provided.

3. **RENTAL:** Lessee agrees to pay to Lessor as rent for the demised Premises a sum equal to \$1.00 per year. Said rental rate is to remain effective for the term of the Lease.

The rent obligation set out in Paragraph 3 does not include any amount for utilities, for alterations to, modifications to, or improvements to the Premises. Such costs shall be the sole responsibility of the Lessee, who agrees to pay all such amounts, as they become due, directly to the supplier of such services.

4. **PURPOSES:** The demised Premises shall be used for the stated not-for-profit purpose of the Lessee and for no other purpose without the written consent of Lessor being first obtained. If the Lessee abandons the Premises, or otherwise leaves the Premises vacant for any period exceeding 30 consecutive days, this Lease shall terminate immediately.

5. **IMPROVEMENTS:** Lessee may with prior approval of Lessor, at Lessee's sole cost and expense, make such changes, alterations or improvements as may be necessary or required by code to fit the demised premises for its use and all structures, fixtures and improvements to the real estate shall become part of the real property and shall become property of the Lessor. All entities doing work on the property must post performance bonds and comply with all provisions of State and local law for work on public property.

5.1 The Lessor specifically approves the right of Lessee to construct a fitting memorial to the late Michael J. O'Malley on the Premises subject to a right of final approval of location and design by the Lessor.

5.2 Lessee has proposed, and Lessor approves the right of Lessee to design, install, maintain and fund an outdoor garden in the area shown on Exhibit B to this Lease agreement, to include plantings, walkways and benches.

6. **MAINTENANCE:** Upon completion of any improvements referenced in Paragraphs 5, 5.1 and 5.2, the Lessee will, at its own cost and expense, keep the demised Premises in a neat, safe and sanitary condition, including all sweeping and removal of debris, and comply with all applicable laws and regulations of the Village. The Lessee will not permit any damage or injury to the Premises, permit the escape of any objectionable noise or odor, overload the floors or maintain any use that would be inconsistent with the purposes of this Lease. The Lessee shall be responsible for the cost and completion of all regular maintenance of the building structure and all plumbing, electrical, heating, ventilation, air conditioning, and other mechanical systems contained therein in a manner so determined by the Village Manager or his designee. The Lessor shall be responsible for the repair and maintenance of the sidewalks (not including snow and ice removal) surrounding the property, any on-site parking area including snow and ice removal, regular turf mowing, and periodic tree and shrub trimming. Lessor shall not be responsible for maintenance or for the funding of any improvements developed on the Premises by Lessee.

7. **REPAIRS:** Lessee represents that Lessee has inspected and examined the demised Premises and accepts them in their present condition, including entrances, and agrees that Lessor shall not be required to make any improvements or repairs upon the Premises demised or any part of them. Lessee agrees to make all alterations, improvements and repairs necessary to fit the demised Premises for its intended use at Lessee's sole cost and expense.

8. **ASSIGNMENT AND MORTGAGE:** Neither the demised Premises nor any portion of them shall be sublet, nor shall this Lease, or any interest in it be assigned, hypothecated or mortgaged by Lessee, and any attempted assignment, subletting, hypothecation or mortgaging of this Lease shall be of no force or effect, and shall confer no rights upon any assignee, sublessee, mortgagee, or pledge.

9. **UTILITIES:** The Lessee, at its sole expense, shall provide, or shall otherwise pay for, when due, all costs for providing telephone services on or to the demised Premises. The Lessee shall also provide and pay for at its sole expense all other utilities and services on or to the Premises including but not limited to electricity, internet service, water, sewer, heating, air conditioning, security and elevator services. The Lessee shall pay for and be responsible for regularly scheduled garbage and recycling pick-up.

9.1 The Lessor shall not be liable for any injury, loss or damage caused by or resulting from any interruption or failure of said services due to any causes whatsoever; the Lessee shall not be entitled to an offset, reduction or return of rent as a result of any interruption or failure of said services.

10. **INDEMNITY AND INSURANCE:** Except to the extent prohibited by law and without waiving any and all of its defenses, Lessor shall be liable to Lessee for damages to Lessee or to Lessee's property resulting from Lessor's acts, errors or omissions, regardless of whether such acts are committed by Lessor, its officers, officials, or employees during the term of this Agreement. Lessee waives all other claims against Lessor for damages to person or property arising for any reason.

10.1. With the exception of the provisions of Paragraph 9, Lessee shall indemnify and hold harmless Lessor from all damages arising out of any injury or damage to any person or property occurring in, on or about the Premises.

10.2. Lessee, at its cost, shall maintain general public liability, professional liability and property contents damage insurance, each with a per occurrence limit of \$1,000,000 and \$3,000,000 aggregate limit against all liability of Lessee and its authorized representatives arising out of and in connection with Lessee's use or occupancy of the Premises for any purpose whatsoever, including renovation work and Lessor shall be endorsed as an additional insured. Lessee shall provide Lessor with no less than thirty (30) days prior written notice in the event of the cancellation of any of Lessee's insurance coverages.

11. **ADDITIONAL INDEMNIFICATION:** Lessor and Lessee agree that Lessee is in no manner whatsoever under the direction or control of the Lessor. Lessor hereby states no opinion whatsoever about the not-for-profit activities of Lessee. The Lessee shall indemnify and hold harmless the Lessor from any claims, damages, liabilities, losses, actions, suits or judgments that may be presented, sustained, brought or obtained against the Lessor, against any of Lessor's employees, or against any of Lessor's officials, if such claims, damages; liabilities, losses, actions, suits or judgments are the result of the not-for-profit activity conducted by the Lessee.

12. **FIRE OR OTHER CASUALTY DAMAGE:** Lessee shall be solely responsible for securing and maintaining adequate fire and casualty insurance coverage for personal and other property located within the demised Premises or otherwise lawfully located on the site. If the building and improvements currently existing upon the Premises are totally destroyed or damaged by fire or other casualty, or partially destroyed to such an extent that the Premises are substantially unusable by Lessee, then either Lessee or Lessor may terminate this Lease by delivering to the other notice of such election. In the event of fire or other casualty and regardless of whether or not the Lease is terminated, Lessor shall be entitled to receive all insurance proceeds payable because of the damage to, or destruction of, the improvements, but not proceeds payable because of damage to Lessee's personal property that would have been removable by Lessee at the end of the Lease term.

13. **ACCESS:** Lessor shall have the right to enter the Premises, at reasonable times, at reasonable intervals, and after providing Lessee with reasonable advance notice.

14. **PARKING:** Lessee shall be entitled to use existing parking facilities as shown in Exhibit "B" without any additional expense.

15. **MECHANIC'S LIENS:** Lessee agrees that at least five (5) days before any construction work, labor or materials are done, used or expended by Lessee or on Lessee's behalf by any person, firm or corporation or by any contractor, that Lessor will post and record, or cause to be posted and recorded, as provided by law, a notice of non-responsibility on behalf of Lessor, giving notice that the Lessor is not responsible for any work, labor or materials used or expended or to be used or expended on the demised Premises.

16. **TERMINATION:** Either party may terminate this Lease at any time after the ninth year if it should be determined by Lessor's corporate authorities that public necessity and convenience requires it to do so, by serving upon the other party. in the manner subsequently provided, a written notice of its election so to terminate, which notice shall be served at least twelve (12) months prior to the date in the notice named for such termination.

17. **DEFAULT:** If the Lessor determines that Lessee is in default of any obligation under this Lease, then Lessor shall serve Lessee with a Notice of Default, describing the nature of the default. Upon receipt of such notice, Lessee shall have thirty (30) days in which to cure such default. If such default is not cured within that thirty (30) day period, then the Lessor may terminate and end this Lease. In the event either party shall bring a legal action to enforce any of the terms of this Lease, or in the event that Lessor shall bring any legal action to obtain possession of the Premises, then, at the conclusion of such litigation, each party shall bear its own costs of such legal action.

18. **OPTION:** At the end of the initial Lease term, upon thirty (30) days' notice, Lessee shall have the right to exercise an option to extend the Lease for an additional five (5) year period under the terms, conditions and rental rate as provided in this Lease.

19. **QUITTING PREMISES:** Upon expiration of the Lease term, any extension thereof or termination of this Agreement, the Lessee will quit and surrender possession of the premises peaceably and in as good order and condition as the Premises were at the commencement of the term, reasonable wear, tear and damage by the elements excepted. The parties agree that the premises undergo significant improvement, and the parties contemplate that the Premises will be returned in an improved condition. Lessee further agrees to leave the Premises free from all nuisance and dangerous and defective conditions.

20. **HOLDING OVER:** In the event that Lessee shall hold over and remain in possession of the demised Premises with the consent of Lessor, holding over shall be deemed to be from month to month only, and upon all the same rents, terms, covenants and conditions as contained herein.

21. **NOTICES:** Any notices that are required herein, or which either Lessor or Lessee may desire to serve upon the other, shall be in writing and shall be deemed served when delivered personally, or when deposited in the United States mail, postage prepaid, return receipt requested, addressed to Lessee at 640 Illinois Boulevard, Hoffman Estates, Illinois, or addressed to Lessor at 1900 Hassell Road, Hoffman Estates, Illinois, 60169, Attention: Village Manager.

22. **WAIVER:** Waiver by either party of any default in performance of any of the terms, covenants or conditions contained herein, shall not be deemed a continuing waiver of that default or any other subsequent default.

23. **COMPLIANCE WITH LAWS:** Both parties agree to comply with all laws, ordinances, rules and regulations that may pertain or apply to the demised Premises and their use.

24. **MISCELLANEOUS:** The laws of the State of Illinois shall govern the validity, construction and effect of this Lease.

24.1. The covenants of the parties shall be interpreted to carry out the purposes of the Lease.

24.2. The paragraph headings herein are for convenience only and are not intended to define or limit the contents of said paragraphs.

24.3. If any provision of this Lease is contingent upon the Lessee or Lessor granting consent, in any manner whatsoever, then such consent shall not be unreasonably withheld.

24.4. No other person shall be deemed to be a third party beneficiary to this Lease.

24.5. Each of the parties shall at all times observe and comply with all laws, ordinances, regulations and codes of the Federal, State, County and local governments and agencies, which may in any manner affect the performance of this Lease.

25. **INTEGRATED AGREEMENT:** This Lease consists of seven (7) pages and two (2) exhibits; namely, the Quit Claim Deed (Exhibit "A") and a schematic of the Premises (Exhibit "B").

25.1. This Lease constitutes the entire agreement of the parties. It supersedes and negates any oral representation or understanding that would modify or limits its text. It shall not be amended or modified except in writing signed by the appropriate parties.

IN WITNESS WHEREOF, the parties have signed this document in duplicate and have affixed their corporate seals by their authorized officials.

Village of Hoffman Estates

**Children's Advocacy Center
Of North and Northwest Cook County**

By: _____
Village Manager

By: _____
President

Date: _____

Date: _____

Attest: _____
Village Clerk

Attest: _____

VILLAGE OF HOFFMAN ESTATES

Memo

To: Eric Palm
From: Ric Signorella
Regarding: HETV Report
Date: September 1, 2023

Citizen Segments

This month the Citizen covers Aroma Hill Ribbon Cutting, Wallace Academy Ribbon Cutting, Minuteman Press Ribbon Cutting, National Night Out, Police Dept. Swearing-In's, Lions Club Check Dedication and the Senior Commission August Event.

Citizen Segments and Programs in development:

Schaumburg & Hoffman Estates Branch Library Programs Airing on HETV
Economic Development Commercials: (:10 :15 & :30) Spots Airing Throughout the Year
HHS Dept. Activities Videos
HEPD / HEFD Swearing – In's
HHS Training Program Video for Students
"In Hoffman" A New Monthly Series: Communications Dept.
HRM & Emergency Management: Shelter in Place
Celtic Fest
Minuteman Press Ribbon Cutting
Public Works Recycling Event
Platzkonzert German Fest
Senior Commission Event
Special Olympics Truck Convoy
Alden Poplar Creek Suite Ribbon Cutting
IT Gym Ribbon Cutting
Alden Poplar Creek / Dialysis Suite Ribbon Cutting
Fire Dept Open House
Historian Pat Barch Presentation on Lions Bridge History
Hispanic Heritage Fiesta
September 11 Remembrance Ceremony

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

Arts Commission: Summer Sounds on the Green
Now airing.

Shenanigans on the Green
Now airing.

Unity Day: Cultural Awareness Commission
Now airing.

HHS Programs: My Aging Brain Seminar & My Tummy Hurts: A Workshop for Caregivers, Adolescents & Parents
Now airing.

Mayor's Monarch Pledge / CAC Butterfly Garden Birthday Celebration
Now airing.

Transition Summits: 5 Programs
Now airing.

Village Hall Emergency Evacuation Plans Training Video for Current & New Employees.
Now available for internal use.

Complaints/Inquiries
There were no new inquiries. There are no outstanding inquiries.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

August 2023

Staffing Activity

New Starts: 6 - PW Admin Staff Asst
Police Officer (4)
Crossing Guard

Separations: 14 - PW Seasonal (8)
Code Seasonal
Engineering Intern (2)
Pre-Doctoral Intern (2)
Asst PW Director

Transfers: 0

Retirees: 3 - Police Administrative Assistant
Firefighter/Paramedic
Police Officer

Promotions: 1 - Civil Engineer I to Civil Engineer II

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	338 budgeted	336 current
	Part Time Employees	74 budgeted	72 current
	Temporary Employees	0 budgeted	2 current
	Seasonal Employees	21 budgeted	0 current
	Paid Interns	6 budgeted	2 current

Month & Year-to-Date Activity:

0 Seasonal with	11 for year
1 Promotions with	7 for year
14 Separations with	31 for year
3 Retirements with	10 for year
0 Transfer with	1 for year

Recruitment Activity

Administrative Staff Assistant (part-time) - PW

The position was posted on the Village website, social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, and GovHR. Applications were and six candidates were chosen for skills testing and interviews. Interviews were held the last week of July and first week of August. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. She started on August 28th.

Maintenance I Water Underground (internal recruitment)

The position was posted internally for Teamster members. Applications were reviewed by the Director and interview team. Two candidates interviewed and one internal candidate was offered the position. He accepted and will start in the new position once a replacement is hired in his current job.

Maintenance I Forestry

The position was re-posted after initial candidate offer was declined. Applications were reviewed by the interview team. Three candidates were chosen for interview. Interviews will be held after Labor Day.

Economic Development Specialist

The position was re-posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR, IEDA, ILCMA and ILAPA. Applications were reviewed by the interview team and two candidates chosen for interview. Interviews were held on August 22nd. A 2nd interview with one candidate is scheduled for August 31st.

Crossing Guard - Lincoln

The Lincoln school opening posted on the Village website. Now hiring signs were posted at Lincoln school. The Traffic Sergeant interviewed one candidate on August 10th. An offer was made and accepted. She successfully completed pre-employment screening and started on August 28th.

Crossing Guard (2)

The openings posted on the Village website. Now hiring signs were posted at John Muir and Churchill schools with the new pay rate. The Traffic Sergeant continues to review applications as they are received.

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). Meetings held and proposals exchanged for reopener for wages and insurance only January 1, 2024 – December 31, 2025.

Police Sergeants (Metropolitan Alliance of Police – MAP-97)
Contract (Jan. 1, 2023 – December 31, 2025).

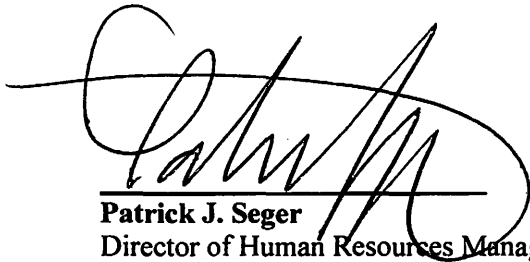
Grievances N/A

Personnel/Benefits/Employee Services

- As staff liaison to the Celtic Fest Commission, the Director of HRM attended the monthly meeting and the Shenanigans on the Green event.
- As staff liaison to the Cultural Awareness Commission, the Director of HRM and Assistant Director of HRM attended the monthly meeting.
- The Director of HRM participated in Management Team meetings.
- HRM Staff worked on the transition from Businessolver to Plan Source and from CivicHR to Criterion.
- The Director of HRM and Assistant Director of HRM participated in negotiations with the Public Works union.
- The Assistant Director of HRM attended the annual Crossing Guard meeting.
- The Director of HRM and Assistant Director of HRM participated in the 2024 budget meetings.

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 workers' compensation carrier/third party claims administrator.
- 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 property and casualty third party claims administrator.
- Continued to coordinated the appraisal of all Village properties conducted in August.
- Provided written updates to appropriate management staff related to the status of several open workers' compensation claims.

A handwritten signature in black ink, appearing to read 'Patrick J. Seger', is written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.

Patrick J. Seger
Director of Human Resources Management

HUMAN RESOURCES MANAGEMENT MONTHLY STAFFING REPORT AUGUST 2023

RECRUITMENTS

POSITION TITLE: Maintenance I Water Underground (internal recruitment)
DEPARTMENT: Public Works
DATE POSTED: 03/15/2023
AD DEADLINE: 03/21/2023
APPLICATIONS REC'D: 2 applications received.
STATUS: The position was posted internally for Teamster members. Applications were reviewed by the Director and interview team. Both candidates interviewed and one internal candidate was offered the position. He accepted and will start in the new position once a replacement is hired in his current job.

POSITION TITLE: Maintenance I Forestry
DEPARTMENT: Public Works
DATE POSTED: 08/16/2023
AD DEADLINE: 09/01/2023
APPLICATIONS REC'D: 24 applications received
STATUS: The position was re-posted after initial candidate offer was declined. Applications were reviewed by the interview team. Three candidates were chosen for interview. Interviews will be held after Labor Day.

POSITION TITLE: Economic Development Specialist
DEPARTMENT: Development Services
DATE POSTED: 07/05/2023
AD DEADLINE: 08/07/2023
APPLICATIONS REC'D: 21 applications received to date
STATUS: The position was re-posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR, IEDA, ILCMA and ILAPA. Applications were reviewed by the interview team and two candidates chosen for interview. Interviews were held on August 22nd. A 2nd interview with one candidate is scheduled for August 31st.

POSITION TITLE: Crossing Guard (2)
DEPARTMENT: Police
DATE POSTED: 07/24/2023
AD DEADLINE: Until filled
APPLICATIONS REC'D: 7 received to date
STATUS: The openings posted on the Village website. Now hiring signs were posted at John Muir and Churchill schools with the new pay rate. The Traffic Sergeant continues to review applications as they are received.

NEW STARTS

POSITION TITLE: Administrative Staff Assistant
DEPARTMENT: Public Works
DATE POSTED: 06/07/2023
AD DEADLINE: 07/02/2023
APPLICATIONS REC'D: 14 applications 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, and GovHR. Applications were and six candidates were chosen for skills testing and interviews. Interviews were held the last week of July and first week of August. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. She started on August 28th.

POSITION TITLE: Crossing Guard (Lincoln)
DEPARTMENT: Police
DATE POSTED: 07/24/2023
AD DEADLINE: Until filled
APPLICATIONS REC'D: 2 received
STATUS: The opening was posted on the Village website. Now hiring signs were posted at Lincoln school. The Traffic Sergeant interviewed one candidate on August 10th. An offer was made and accepted. She successfully completed pre-employment screening and started on August 28th.

POSITION TITLE: Police Officer (4)
DEPARTMENT: Police
DATE POSTED: N/A
AD DEADLINE: N/A
APPLICATIONS REC'D: N/A
STATUS: Four new Police Officer started with the Village on August 21st.

SUMMARY OF EMPLOYMENT ACTIVITY AUGUST 2023

	<u>Total Number</u>	<u>Position</u>
New Starts	6	PW Admin Staff Asst Police Officer (4) Crossing Guard
Separations	14	PW Seasonal (8)

		Code Seasonal Engineering Intern (2) Pre-Doctoral Intern (2) Asst PW Director
Promotions	1	Civil Engineer I to Civil Engineer II
Reclassifications	0	
Downgrades	0	
Transfers	0	
Retirements	3	Police Administrative Assistant Firefighter/Paramedic Police Officer
Change of Status	0	

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	4	HHS Pre-Doc Intern (2) Crossing Guard (2)
Separations	0	
Promotions	0	
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	1	Assistant Police Chief
New Positions	0	
Eliminated Positions	0	

2023 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	338	336
PART TIME EMPLOYEES	74	72
TEMPORARY EMPLOYEES	0	2
SEASONAL EMPLOYEES	21	0
INTERNS (PAID)	6	2
TOTAL	439	412

Total Vacancies:

Full Time

Budgeted – Posted

Maintenance I Water Underground
Maintenance I Forestry
Economic Development Specialist

Part Time
Budgeted – Posted

Crossing Guard (2)
HR Seasonal

Budgeted – Not Posted

Weekend ASO

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	26	294
Part Time – Response to Recruitments	9	128
Seasonal Applicants	0	29
TOTAL	35	451

HUMAN RESOURCES MANAGEMENT EMPLOYMENT ACTIVITY AUGUST 2023

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Liam Bachmann	08/21/2023	Police Officer	Stephanie Hinze
Kevon Dorris	08/21/2023	Police Officer	Linnel Allen
Da'Chae Nutall	08/21/2023	Police Officer	Adam Marak
Angel Quezada	08/21/2023	Police Officer	Pete Edgar
Jill Mlodoch	08/28/2023	PW Admin staff Asst.	Maureen Doyle
Barbara Garvin	08/23/2023	Crossing Guard	Morgan Haupt
Bob Garvin	08/30/2023	Alternate Crossing Guard	N/A

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Karen Cardoza	08/4/2023	Admin Assistant	Retired
Josh Bilodeau	08/05/2023	PW Seasonal	End of Season
Gregg Fuja	08/16/2023	Firefighter Paramedic	Retired
Jim Johnson	08/21/2023	Police Officer	Retired
Jake Meister	08/10/2023	PW Seasonal	End of Season
Zach Mattes	08/11/2023	Code Seasonal	End of Season
Mark Ganziano	08/11/2023	PW Seasonal	End of Season
Tyler DiDomenico	08/11/2023	PW Seasonal	End of Season
Daniel Langguth	08/11/2023	MPA Internship	End of Internship
Connor Mogge	08/10/2023	PW Seasonal	End of Season
Caden Chlopek	08/10/2023	PW Seasonal	End of Season
Rohan Zala	08/17/2023	Engineering Intern	End of Internship

Emmanuel Gonzalez	08/17/2023	Engineering Intern	End of Internship
Josh Kasper	08/17/2023	Engineering Intern	End of Internship
Morgan McCowan	08/18/2023	Pre-Doctoral Intern	End of Internship
Michelle Martinez	08/18/2023	Pre-Doctoral Intern	End of Internship
Eric Reichel	08/17/2023	PW Seasonal	End of Season
Jacob Hardt	08/25/2023	PW Seasonal	End of Season
Kelly Kerr	08/23/2023	Asst. PW Director	Death of Employee

PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Jacob Cuthbert	08/21/23	Civil Engineer I	Civil Engineer II

TRANSFERS

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

CHANGE IN STATUS

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

RECLASSIFICATION

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

UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY

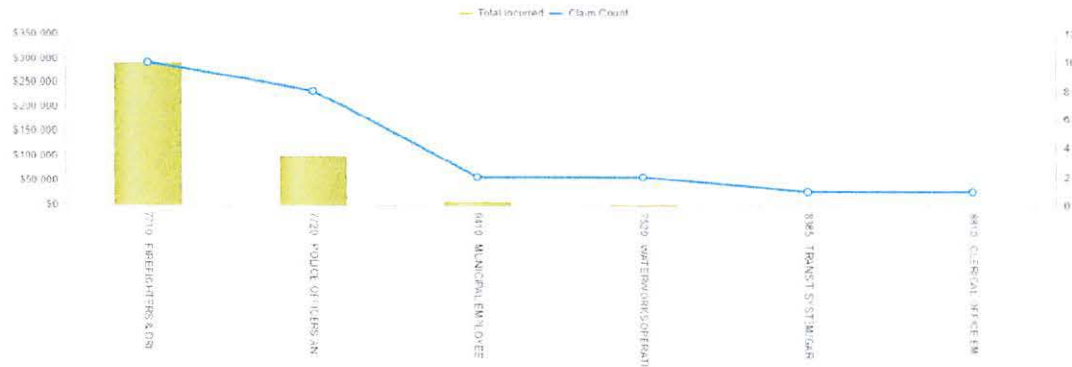
<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
Sara Rosenquist	08/15/2023	Practicum Student (Unpaid)	End of Practicum
Maren Panzier	08/15/2023	Practicum Student (Unpaid)	End of Practicum
Claire Spinka	08/15/2023	Practicum Student (Unpaid)	End of Practicum
Isabella Duran	08/15/2023	Practicum Student (Unpaid)	End of Practicum
Anthony Mackar	08/15/2023	Practicum Student (Unpaid)	End of Practicum

**ADDITIONAL MONTHLY REPORT INFORMATION
AUGUST 2023**

# Anniversaries	<u>5</u>
# Interviews conducted during month	<u>7</u>
# Orientations conducted during month	<u>7</u>

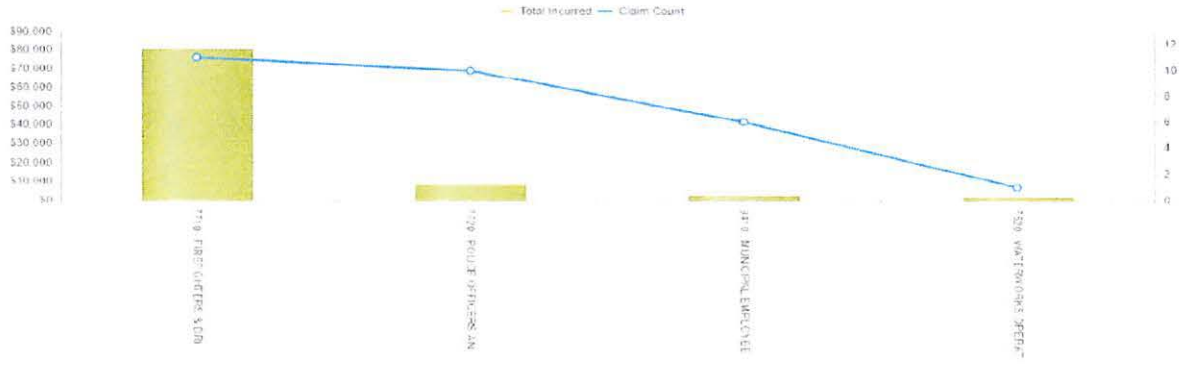
VILLAGE OF HOFFMAN ESTATES
as of 08/31/2023

Job Class	Outstanding			Total Incurred	Claim Count	Cost per Claim
	Paid	Reserve	Recovered			
7710 - FIREFIGHTERS &	\$47,964.39	\$242,002.78	\$0.00	\$289,967.17	10	\$28,996.72
7720 - POLICE OFFICERS	\$22,906.16	\$76,448.12	\$0.00	\$99,354.28	8	\$12,419.29
9410 - MUNICIPAL	\$805.37	\$6,289.30	\$0.00	\$7,094.67	2	\$3,547.34
7520 - WATERWORKS	\$910.98	\$0.00	\$0.00	\$910.98	2	\$455.49
8385 - TRANSIT	\$565.43	\$0.00	\$0.00	\$565.43	1	\$565.43
8810 - CLERICAL OFFICE	\$0.00	\$0.00	\$0.00	\$0.00	1	\$0.00
Totals:	\$73,152.33	\$324,740.20	\$0.00	\$397,892.53	24	\$16,578.86



VILLAGE OF HOFFMAN ESTATES
as of 08/31/2023

Job Class	Outstanding			Total Incurred	Claim Count	Cost per Claim
	Paid	Reserve	Recovered			
7710 - FIREFIGHTERS &	\$49,874.29	\$30,350.50	\$0.00	\$80,224.79	11	\$7,293.16
7720 - POLICE OFFICERS	\$8,151.17	\$589.56	\$0.00	\$8,740.73	10	\$874.07
9410 - MUNICIPAL	\$2,897.96	\$0.00	\$0.00	\$2,897.96	6	\$482.99
7520 - WATERWORKS	\$1,536.97	\$0.00	\$0.00	\$1,536.97	1	\$1,536.97
Totals:	\$62,460.39	\$30,940.06	\$0.00	\$93,400.45	28	\$3,335.73



EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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 Servic (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 Manag (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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legi	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
00	9	Information Systems (Sub-Loc)	1	1.8%	1	0	0	0%	0	1	168.50	168.50		168.50	0.1%
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 Servic (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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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	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 Servic	(Dept)	8	21.1%	4	3	1	13%	0	8	7,441.19	59,529.50		59,529.50	8.0%
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 Servic	(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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% of Total
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%
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 Servic (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 Manag (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 Servic (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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 08/31/2018

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	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%
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 Servic	(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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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	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 Servic	(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 Manag	(Sub-Loc)	1	2.1%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
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 Servic	(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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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	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%
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 Servic	(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 Manag	(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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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	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 Servic	(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%
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 Servic	(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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% of Total
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/Transportatio (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%
12	303	Emergency Medical Servic (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 Servic (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%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
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%
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%	0	12	42,310.07	507,720.85		507,720.85	66.0%
14	303	Emergency Medical Servic	(Dept)	6	12.2%	3	1	2	33%	0	6	9,013.74	54,082.42		54,082.42	7.0%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	0	18	31,211.29	561,803.27		561,803.27	73.0%
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 Manag	(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	25.0%
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	25.2%
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	0.8%
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	1.3%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	0	49	15,708.59	769,720.94		769,720.94	100.0%
Totals for 2014 Claims:				49	100.0%	35	8	6	12%	0	49	15,708.59	769,720.94		769,720.94	100.0%
15	100	Code Enforcement	(Dept)	1	3.4%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

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	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	268,745.56		268,745.66	64.7%
15	303	Emergency Medical Servic	(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	64,624.57		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%
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 Servic	(Dept)	4	10.8%	2	0	2	50%	0	4	73,310.12	293,240.47		293,240.47	33.2%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	0	7	42,091.27	294,638.91		294,638.91	33.3%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	0	16	33,242.87	531,885.85		531,885.85	60.1%
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	61.0%
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	0.8%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	0	11	4,392.31	48,315.45		48,315.45	5.5%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 08/31/2018

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% of Total
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%	0	37	23,904.45	884,464.76		884,464.76	100.0%
Totals for 2016 Claims:			37	100.0%	29	4	4	11%	0	37	23,904.45	884,464.76		884,464.76	100.0%
17	301	Fire Suppression (Dept)	1	5.6%	0	0	1	100%	1	0	129,455.95	35,017.49	94,438.46	129,455.95	28.0%
17	303	Emergency Medical Servic (Dept)	5	27.8%	3	0	2	40%	1	4	64,984.81	272,580.27	52,343.76	324,924.03	70.3%
17	3	Fire (Sub-Loc)	6	33.3%	3	0	3	50%	2	4	75,730.00	307,597.76	146,782.22	454,379.98	98.3%
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%
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	25,691.98	315,673.38	146,782.22	462,455.60	100.0%
Totals for 2017 Claims:			18	100.0%	15	0	3	17%	2	16	25,691.98	315,673.38	146,782.22	462,455.60	100.0%
18	100	Code Enforcement (Dept)	1	4.5%	0	1	0	0%	0	1	605.84	605.84		605.84	0.4%
18	1	Community Development (Sub-Loc)	1	4.5%	0	1	0	0%	0	1	605.84	605.84		605.84	0.4%
18	301	Fire Suppression (Dept)	4	18.2%	1	2	1	25%	0	4	11,954.30	47,817.18		47,817.18	31.4%
18	303	Emergency Medical Servic (Dept)	2	9.1%	1	0	1	50%	1	1	15,798.11	12,262.16	19,334.06	31,596.22	20.8%
18	3	Fire (Sub-Loc)	6	27.3%	2	2	2	33%	1	5	13,235.57	60,079.34	19,334.06	79,413.40	52.2%
18	700	Patrol (Dept)	10	45.5%	8	1	1	10%	0	10	6,762.51	67,625.10		67,625.10	44.4%
18	7	Police (Sub-Loc)	10	45.5%	8	1	1	10%	0	10	6,762.51	67,625.10		67,625.10	44.4%
18	800	Streets (Dept)	1	4.5%	1	0	0	0%	0	1	183.20	183.20		183.20	0.1%
18	801	Water & Sewer (Dept)	1	4.5%	1	0	0	0%	0	1	618.53	618.53		618.53	0.4%
18	802	Building & Grounds (Dept)	1	4.5%	1	0	0	0%	0	1	1,855.66	1,855.66		1,855.66	1.2%
18	804	Forestry (Dept)	1	4.5%	1	0	0	0%	0	1	1,179.47	1,179.47		1,179.47	0.8%
18	805	Clerical (Dept)	1	4.5%	0	1	0	0%	0	1	727.84	727.84		727.84	0.5%
18	8	Public Works (Sub-Loc)	5	22.7%	4	1	0	0%	0	5	912.94	4,564.70		4,564.70	3.0%

**EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 08/31/2018**

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% of Total
18	01	Village of Hoffman Estates (Loc)	22	100.0%	14	5	3	14%	1	21	6,918.59	132,874.98	19,334.06	152,209.04	100.0%
Totals for 2018 Claims:			22	100.0%	14	5	3	14%	1	21	6,918.59	132,874.98	19,334.06	152,209.04	100.0%
250		Village of Hoffman Estates	827		549	135	143		3	824	14,597.79	11,906,252.09	166,116.28	12,072,368.37	

Open Medical: 0
Open Comp: 0
Open Legal: 3

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: August 2023

August -24th - John Muir Community PTA is underway –Ascension St. Alexis, Harvest Community Church, Mayor's Office, Village's HHS Department, LINKS Technology are represented.

- Scheduled Pack the Bus photo op with Schaumburg Township / elected officials – August 5
- Ordered flowers and scheduled for Jarzemsky Services – August 6
- Eagle Court of Honor Kyle Wang / proclamation added to the calendar – August 6
- Proclamation for the Federal Indian Association event – August 6
- Dinner ordered and attended committee meetings – August 7
- Attended PACE Pulse Bus unveiling with Mayor McLeod – August 9
- CELTIC FEST – August 12
- Created proclamation and scheduled reading for a 100th birthday celebration for Mr. Bernard Bluestein at Brookdale – August 13
- Scheduled Signature Trednz and Pulte Homes Discussions – August 15
- Ordered flowers and scheduled Father Mike's service at St. Hubert – August 16
- Weekend of August 18/19 – scheduled elected officials for the Willow Creek Cricket League event, Chicago Area Mountain Bikers events at Paul Douglas Forest Preserve, Beth Tikvah Picnic and the American Premier Cricket League event
- Assisted in scheduling the Springfield Rep visit with Rep Crespo's office – August 21
- Arranged Birthday Dinner for Trustee Stanton – August 21
- Prepped Trustee Kinnane for meeting with the HE Foundation Committee to propose events to raise funds for the Foundation
- Scheduled Minuteman Press Ribbon Cutting and PD Swearing In at the Hall – August 22
- Scheduled Indiac Hoffman Ribbon Cutting – August 24
- Created certificate and scheduled the Mayor for – Aaryan Khot's Upanayanam – August 26
- Attended Fire Station tour with Mayor and Michelle Pilafas – August 28
- Walk through Hennessey Space with Mayor McLeod and Rebecca Darr for an event being held on September 7 – (August 29)
- Meeting Scheduled for Bode Road Proposal – August 30
- Scheduled the Zoning Code Consultant discussion – August 31