



**AGENDA**  
**General Administration & Personnel Committee**  
**Regular Meeting**  
**Village Hall**  
**1900 Hassell Road, Hoffman Estates, IL 60169**

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**November 11, 2024**

**Council Chambers**

**Immediately Following  
Planning, Building & Zoning  
Committee**

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1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
  - A. General Administration & Personnel Committee 10-14-2024
3. **PUBLIC COMMENT**
4. **OLD BUSINESS**
5. **NEW BUSINESS**
  - A. Approval of an Ordinance amending the Village of Hoffman Estates Health Reimbursement Arrangement (HRA) with Bencor/MidAmerica.
6. **REPORTS**
  - A. Cable TV Monthly Report
  - B. Human Resources Management Monthly Report
  - C. Legislative Operations & Outreach Monthly Report
7. **PRESIDENT'S REPORT**
8. **ITEMS IN REVIEW**
9. **OTHER**
10. **ADJOURNMENT**

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

**GENERAL ADMINISTRATION & PERSONNEL  
COMMITTEE MEETING MINUTES**

October 14, 2024

**1. ROLL CALL**

**Members in Attendance:**

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

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Jana Dickson, Asst. Corporation Counsel  
Jon Pape, Assistant Village Manager  
Patrick Seger, Director of HRM  
Peter Gugliotta, Director of Dev. Services  
Alan Wenderski, Director of Engineering  
Joe Nebel, Director of Public Works  
Rachel Musiala, Director of Finance  
Jennifer Horn, Dir. Planning and Trans.  
Sonia Zala, St. Transportation Eng.  
Ric Signorella, Multimedia Production Mgr.  
Missy Brito, Communications Manager**

The General Administration & Personnel Committee meeting was called to order at 7:12 p.m.

**2. APPROVAL OF MINUTES**

Motion by Trustee Arnet, seconded by Trustee Mills, to approve the General Administration & Personnel Committee meeting minutes of September 9, 2024. Voice vote taken. All ayes. Motion carried.

**3. PUBLIC COMMENT**

**4. OLD BUSINESS**

**5. NEW BUSINESS**

- A. Approval of a sales agreement with Revize for redesign and hosting services for the Village of Hoffman Estates website in an amount not to exceed \$59,400 over a four-year term.**

An item summary sheet from Missy Brito was presented to Committee.

Missy Brito addressed the Committee and reported that the Village's website was last substantially refreshed in 2018, but the current web platform is a legacy system that was originally implemented in 2007.

Motion by Trustee Arnet, seconded by Trustee Pilafas to approve a sales agreement with Revize for redesign and hosting services for the Village of Hoffman Estates website in an amount not to exceed \$59,400. Voice vote taken. All ayes. Motion carried.

**6. REPORTS (INFORMATION ONLY)**

**A. Cable TV Monthly Report**

The Cable TV Monthly Report was received and filed.

**B. Human Resources Management Monthly Report.**

The Human Resources Management Monthly Report was received and filed.

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

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

**7. PRESIDENT’S REPORT**

**8. OTHER**

**9. ITEMS IN REVIEW**

**10. ADJOURNMENT**

Motion by Trustee Pilafas, seconded by Trustee Stanton, to adjourn the meeting at 7:17 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

\_\_\_\_\_  
Debbie Schoop, Executive Assistant

\_\_\_\_\_  
Date



**AGENDA ITEM REPORT**  
General Administration & Personnel Committee  
November 11, 2024  
ITEM 5A

**REQUEST:** Approval of an Ordinance amending the Village of Hoffman Estates Health Reimbursement Arrangement (HRA) with Bencor/MidAmerica.

**FROM:** Patrick Seger, Human Resources Management Director

**ITEM TYPE:** Ordinance - Committee

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**REQUEST SUMMARY**

The Village implemented a Health Reimbursement Account (HRA), by adopting an ordinance and related documents on October 16, 2023, for Village non-union employees participating in the new Blue Choice Options (BCO) health insurance plan effective January 1, 2024.

Employees who are participating in the BCO plan receive a Village contribution to the account to assist employees in paying for out-of-pocket health care expenses during the benefit year as well as in retirement. Contributions are tax-free and are only to be used for eligible medical expenses as described under section 115 of the Internal Revenue Code. The Village utilizes Bencor/MidAmerica for the administration of the HRA plan, and as Trustee, includes coordinated investment management and administrative services.

Currently, the Village Human Resources Management Department administers a section 105 health reimbursement plan for sworn non-union and P. W. non-union employees eligible for the sick leave incentive benefit that was provided to them as union employees.

BenCor/MidAmerica provides the third-party service that performs health care reimbursements for those eligible employees similarly to the HRA program that was implemented January 1, 2024. The request before the Board is to expand the current HRA to include the sick leave incentive benefit for those select positions promoted outside the union and thereby having BenCor/MidAmerica administer those future claims.

Currently, non-union employees are paid out unused vacation time upon separation. The value of that vacation time upon separation is taxed per IRS regulation, which reduces the value by approximately 25% depending on tax status. Through survey information, non-union employees are interested in a HRA benefit that would contribute their payout into an HRA tax-free that would be used to pay for health insurance expenses in the future. A similar benefit is provided for fire union employees. In addition to the previous request, it is requested to expand the current HRA program administered by BenCor/MidAmerica for non-union employees by adding unused vacation time upon separation to be contributed into an HRA account.

Finally, as a result of the collective bargaining process, the Fire Union and the Village agreed to eliminate the PPO plan offerings currently in place for their members (PPO Plans 1,2 and 3) and participate in the new Blue Choice Options (BCO) plan and HRA program. The program concept is similar to what was recently provided to non-union employees effective January 1, 2024, and the contributions to the employees' HRA will be determined by the premium savings from the current PPO plans to the new BCO plan. The request before the Board is to expand the current HRA program to include the Fire Union employees that participate in the BCO plan.

As the cost of health insurance continues to increase, evaluating creative options to manage those increases by new plan designs such as the BCO plan as well as implementing and expanding the HRA benefit provides a unique opportunity for Village employees to pay for those health expenses now and into the future.

### **FINANCIAL IMPACT**

There is no new expense to the Village for the HRA contributions in conjunction with the health insurance change to the BCO plan as the total cost of this program, including the monthly fee per active employee, is off-set by the premium savings. There is no new expense to the Village for the upon separation benefits (vacation and sick leave) as any and all contributions made by the Village on behalf of the employee is employee compensation and is paid out or deposited into the current section 105 program.

### **RECOMMENDATION**

Amend the current HRA plan that would add Fire Union employees to the HRA benefit program that are enrolled in the Blue Choice Option (BCO) health insurance plan, expand the current HRA benefit for non-union employees to include vacation payout to be contributed to the HRA upon employee separation of service, and add the sick leave incentive benefit into the HRA administered by BenCor/MidAmerica, for those non-union management employees promoted out of the Union (Police, Fire and PW). Recommend Village Board approval.

### **ATTACHMENTS**

1. Ordinance - HRA Update 10-2024 (002)
2. Village of Hoffman Estates\_IHRA\_Active\_Plan Amendment\_2024
3. Village of Hoffman Estates\_rHRA\_Retiree\_Plan Amendment\_2024

VILLAGE OF HOFFMAN ESTATES

**AN ORDINANCE AUTHORIZING THE VILLAGE OF HOFFMAN ESTATES  
TO AMEND AND RESTATE THE TRUST-BASED HEALTH REIMBURSEMENT  
ARRANGEMENT (HRA) AND SUPPORTING PLAN DOCUMENTS**

WHEREAS, the Village of Hoffman Estates is a Municipal Corporation, organized as a municipality; and

WHEREAS, On October 16, 2023 the Village of Hofman Estates adopted a trust-based health reimbursement arrangement plan (the "Plan") with Bencor/MidAmerica for the use of jurisdictions and offers the Plan for adoption by governmental employers for the benefit of their respective employees and beneficiaries; and

WHEREAS, in connection with the adoption of the Plan by the Village of Hoffman Estates, BenCor/MidAmerica has drafted adoption agreement documents that sets forth the terms and conditions of the Plan (including, but not limited to, those employees of the Village of Hoffman Estates who are or who will be eligible to participate), and a corresponding section 115 employee Benefit Trust Adoption Agreement with Bencor/MidAmerica as Trust Administrator and Application and acceptance contract with American Unity Life Insurance as Custodian of the Trust assets (the "Trust Adoption Agreement"); and

WHEREAS, the Village of Hoffman Estates is empowered by the laws, rules and regulations of State of Illinois to take on its behalf the actions contemplated by this Ordinance; and

WHEREAS, the Village of Hoffman Estates empowers the Village Manager to modify the Plan as needed to incorporate new groups joining the Plan.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook County, Illinois, as follows:

Section 1: The Village of Hoffman Estates hereby approves the amended Adoption Agreements for Active Employees and Retirees (Attached as Exhibit A), and any other related documents, as such documents may be amended from time to time to comply with any changes in applicable laws, rules and regulations or as otherwise necessary or appropriate.

Section 2: The Village of Hoffman Estates hereby authorizes the Village Manager to execute the Adoption Agreements, including without limitation, any resolutions or amendments that may be necessary or that may be requested by the Village Manager from time to time to comply with any changes in applicable laws, rules and regulations or as otherwise necessary or appropriate.

Section 3: The Village of Hoffman Estates hereby authorizes and directs the Village Manager or his/her designee to be the coordinator for the Plan; shall receive necessary reports, notices, etc. from Bencor/MidAmerica, and may assign administrative duties to carry out the Plan to the appropriate departments, and is authorized to execute all necessary agreements incidental to the administration of the Plan

Section 4: The Village Clerk is hereby authorized to publish this Ordinance in pamphlet form.

Section 5: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2024

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Trustee Patrick Kinnane	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

Published in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**RESOLUTION TO AMEND AND RESTATE  
THE MIDAMERICA ADMINISTRATIVE & RETIREMENT SOLUTIONS  
HEALTH REIMBURSEMENT ARRANGEMENT**

WHEREAS, \_\_\_\_\_  
(the “Employer”) has established and adopted the MidAmerica Administrative & Retirement Solutions Health Reimbursement Arrangement (the “Plan”) for the benefit of its eligible employees and their dependents;

WHEREAS, the section of the Plan entitled “Plan Amendments” reserves the right of the Employer to amend the Plan, at any time and in whole or in part, so long as participants are notified and any amendment does not adversely affect the rights of existing participants, and to make changes imposed by the Internal Revenue Service, without notice to participants;

WHEREAS, the Employer wishes to amend and restate the Plan; and

WHEREAS, a copy of the amended and restated Plan document has been attached;

NOW, THEREFORE, BE IT RESOLVED that the Plan is amended and restated by adopting all of the terms of the amended and restated Plan document attached, effective on \_\_\_\_\_.

\*\*\*\*\*

This Resolution has been executed this \_\_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Employer

# Health Reimbursement Arrangement for Active Employees

## ADOPTION AGREEMENT

### for

**Employer Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employer Telephone Number:** \_\_\_\_\_

**Employer Identification Number:** \_\_\_\_\_



The undersigned Employer, by executing this Adoption Agreement, hereby adopts and implements the Health Reimbursement Arrangement for Integrated Employees (hereinafter referred to as the “Plan” or the “HRA”) and agrees to abide by the terms of the Plan. With this Adoption Agreement, and by its authorized signature below, the Employer hereby makes the following designations.

**Effective Date.** The Plan’s Original Effective Date is \_\_\_\_\_. The Plan’s Restated Effective Date is \_\_\_\_\_. The Plan is available to Employees of the Employer effective \_\_\_\_\_.

**Plan Year.** The Plan Year ends on \_\_\_\_\_.

**Eligible Classes.** The class or classes of Employees covered by this Plan are: *(See attached Class Specifications.)*

Class ActA: \_\_\_\_\_ Class ActB: \_\_\_\_\_  
Class ActC: \_\_\_\_\_ Class ActD: \_\_\_\_\_  
Class ActE: \_\_\_\_\_ Class ActF: \_\_\_\_\_

**Designation of Plan Administrator.** The Employer hereby designates the following initial Plan Administrator: MidAmerica Administrative & Retirement Solutions, Inc.

**Designation of Individuals to Have Access to Protected Health Information (“PHI”).** The following Employees, classes of Employees, or other persons shall be given access to the PHI to be disclosed:

\_\_\_\_\_

The Employer hereby agrees to the provisions of the Plan and has executed this Adoption Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Name of Employer: \_\_\_\_\_

**Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Employer CONTACT (print): \_\_\_\_\_

Title: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext. \_\_\_\_\_

Fax: \_\_\_\_\_

IRS Circular 230 Notice: We are required to advise you no person or entity may use any tax advice in this communication or any attachment to (i) avoid any penalty under federal tax law or (ii) promote, market or recommend any purchase, investment or other action.

**Employer Representations**

- Employees are not permitted to make any election or choice between cash, the HRA, and/or any other tax deferred program.
- The allocation to the HRA will be expressed in a percent of compensation or dollar amount.
- The Employer has discretion in determining classes of Employees eligible to participate in the HRA. Once determined, Employees in the class shall be treated uniformly and be provided a uniform allocation to the HRA. Such class shall remain in effect for the Employer's entire fiscal year for all affected Employees in such year and for all future contributions to such class. Each year, the Employer may reevaluate allocations and classes for new Employees only.
- The Employer acknowledges that it has received the Plan document for the HRA and agrees with all the terms therein.
- The Employer understands that whether a contribution to the HRA is non-elective for tax purposes is a facts and circumstances determination, and the Employer is responsible for whether the contribution is truly non-elective or not. The Employer understands that MidAmerica Administrative & Retirement Solutions, Inc. and its agents and employees are not tax or legal advisors. They may provide general information regarding the tax treatment of health reimbursement arrangements, but the Employer should consult with its own tax or legal advisors as to how tax and other rules may apply to its own facts and circumstances.
- The Employer will not provide any information or forms or enter into any contracts inconsistent with the preceding.
- The Employer acknowledges that every Participant must be enrolled in a group health plan, as described in the Declaration of Coverage Under Another Group Health Plan Form, and it is the Employer's responsibility to ensure that all Participants complete and sign the Form.

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActA:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount

Percentage of Compensation

**Contribution Frequency**

One Time

Annually

Quarterly

Semi-Annually

Monthly

Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate

100% upon Retirement, meeting the Employer's eligible requirements for retirement

100% upon Separation of Service

Other \_\_\_\_\_

100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions

Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code

Limited Purpose \_\_\_\_\_

Post Deductible

Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

**HRA/FSA Ordering**

The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.

The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.

The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant's FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Employer for active employees. Platform Fees are paid by the Employer.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted will be paid by the Participant.

**Reimbursement Eligibility:** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate

Upon becoming 100% vested

**Investment Selection** Investment Provider: \_\_\_\_\_

**Type of Investment:**  Fixed annuity only

Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_

Employer directed

Participant directed; restrictions are:

None

100% vested

At Retirement

Account balance in excess of \$ \_\_\_\_\_

Other \_\_\_\_\_

Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActB:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount  Percentage of Compensation

**Contribution Frequency**

One Time  Annually  Quarterly  
 Semi-Annually  Monthly  Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate  
 100% upon Retirement, meeting the Employer's eligible requirements for retirement  
 100% upon Separation of Service  
 Other \_\_\_\_\_  
 100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions  
 Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code  
 Limited Purpose \_\_\_\_\_  
 Post Deductible  
 Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

**HRA/FSA Ordering**

The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.  
 The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.  
 The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant's FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Employer for active employees. Platform Fees are paid by the Employer.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted will be paid by the Participant.

**Reimbursement Eligibility:** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate  
 Upon becoming 100% vested

**Investment Selection** **Investment Provider:** \_\_\_\_\_

**Type of Investment:**  Fixed annuity only  Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_  
 Employer directed  
 Participant directed; restrictions are:  
 None  
 100% vested  
 At Retirement  
 Account balance in excess of \$ \_\_\_\_\_  
 Other \_\_\_\_\_  
 Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActC:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount

Percentage of Compensation

**Contribution Frequency**

One Time

Annually

Quarterly

Semi-Annually

Monthly

Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate

100% upon Retirement, meeting the Employer's eligible requirements for retirement

100% upon Separation of Service

Other \_\_\_\_\_

100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions

Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code

Limited Purpose \_\_\_\_\_

Post Deductible

Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

**HRA/FSA Ordering**

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**Administration Fees:** Administrative Fees are paid by the Employer for active employees. Platform fees are paid by the Employer.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted will be paid by the Participant.

**Reimbursement Eligibility** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate

Upon becoming 100% vested

**Investment Selection** Investment Provider: \_\_\_\_\_

**Type of Investment:**  Fixed annuity only

Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_

Employer directed

Participant directed; restrictions are:

None

100% vested

At Retirement

Account balance in excess of \$ \_\_\_\_\_

Other \_\_\_\_\_

Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActD:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount

Percentage of Compensation

**Contribution Frequency**

One Time

Annually

Quarterly

Semi-Annually

Monthly

Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate

100% upon Retirement, meeting the Employer's eligible requirements for retirement

100% upon Separation of Service

Other \_\_\_\_\_

100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions

Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

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**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code

Limited Purpose \_\_\_\_\_

Post Deductible

Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

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**Reimbursement Eligibility:** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate

Upon becoming 100% vested

**Investment Selection** Investment Provider: \_\_\_\_\_

**Type of Investment:**  Fixed annuity only

Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_

Employer directed

Participant directed; restrictions are:

None

100% vested

At Retirement

Account balance in excess of \$ \_\_\_\_\_

Other \_\_\_\_\_

Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActE:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

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Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount

Percentage of Compensation

**Contribution Frequency**

One Time

Annually

Quarterly

Semi-Annually

Monthly

Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate

100% upon Retirement, meeting the Employer's eligible requirements for retirement

100% upon Separation of Service

Other \_\_\_\_\_

100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions

Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code

Limited Purpose \_\_\_\_\_

Post Deductible

Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

**HRA/FSA Ordering**

The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.

The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.

The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant's FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Employer for active employees. Platform Fees are paid by the Employer.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted will be paid by the Participant.

**Reimbursement Eligibility:** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate

Upon becoming 100% vested

**Investment Selection**      **Investment Provider:** \_\_\_\_\_

**Type of Investment:**  Fixed annuity only

Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_

Employer directed

Participant directed; restrictions are:

None

100% vested

At Retirement

Account balance in excess of \$ \_\_\_\_\_

Other \_\_\_\_\_

Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class ActF:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

Active

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

Dollar Amount  Percentage of Compensation

**Contribution Frequency**

One Time  Annually  Quarterly  
 Semi-Annually  Monthly  Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

100% Immediate  
 100% upon Retirement, meeting the Employer’s eligible requirements for retirement  
 100% upon Separation of Service  
 Other \_\_\_\_\_  
 100% upon death (can be selected in addition to “other” above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant’s spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

Reduce future Employer contributions  
 Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code  
 Limited Purpose \_\_\_\_\_  
 Post Deductible  
 Premium Only Medical Expenses (Highly Compensated Individuals may receive only premium reimbursements.)

**HRA/FSA Ordering**

The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.  
 The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.  
 The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant’s FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Employer for active employees. Platform fees are paid by the Employer.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted will be paid by the Participant.

**Reimbursement Eligibility:** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

Immediate  
 Upon becoming 100% vested

**Investment Selection** **Investment Provider:** \_\_\_\_\_

**Type of Investment:**  Fixed annuity only  Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_  
 Employer directed  
 Participant directed; restrictions are:  
 None  
 100% vested  
 At Retirement  
 Account balance in excess of \$ \_\_\_\_\_  
 Other \_\_\_\_\_  
 Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**RESOLUTION TO AMEND AND RESTATE  
THE MIDAMERICA ADMINISTRATIVE & RETIREMENT SOLUTIONS  
HEALTH REIMBURSEMENT ARRANGEMENT**

WHEREAS, \_\_\_\_\_  
(the “Employer”) has established and adopted the MidAmerica Administrative & Retirement Solutions Health Reimbursement Arrangement (the “Plan”) for the benefit of its eligible employees and their dependents;

WHEREAS, the section of the Plan entitled “Plan Amendments” reserves the right of the Employer to amend the Plan, at any time and in whole or in part, so long as participants are notified and any amendment does not adversely affect the rights of existing participants, and to make changes imposed by the Internal Revenue Service, without notice to participants;

WHEREAS, the Employer wishes to amend and restate the Plan; and

WHEREAS, a copy of the amended and restated Plan document has been attached;

NOW, THEREFORE, BE IT RESOLVED that the Plan is amended and restated by adopting all of the terms of the amended and restated Plan document attached, effective on \_\_\_\_\_.

\*\*\*\*\*

This Resolution has been executed this \_\_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Employer

# Health Reimbursement Arrangement for Retirees

## ADOPTION AGREEMENT

### for

**Employer Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employer Telephone Number:** \_\_\_\_\_

**Employer Identification Number:** \_\_\_\_\_



The undersigned Employer, by executing this Adoption Agreement, hereby adopts and implements the Health Reimbursement Arrangement for Retirees (hereinafter referred to as the “Plan” or the “HRA”) and agrees to abide by the terms of the Plan. With this Adoption Agreement, and by its authorized signature below, the Employer hereby makes the following designations.

**Effective Date.** The Plan’s Original Effective Date is \_\_\_\_\_. The Plan’s Restated Effective Date is \_\_\_\_\_. The Plan is available to Retirees of the Employer effective \_\_\_\_\_.

**Plan Year.** The Plan Year ends on \_\_\_\_\_.

**Eligible Classes.** The class or classes of Retirees covered by this Plan are: *(See attached Class Specifications.)*

Class RetA: \_\_\_\_\_ Class RetB: \_\_\_\_\_

Class RetC: \_\_\_\_\_ Class RetD: \_\_\_\_\_

Class RetE: \_\_\_\_\_ Class RetF: \_\_\_\_\_

**Designation of Plan Administrator.** The Employer hereby designates the following initial Plan Administrator: MidAmerica Administrative & Retirement Solutions, Inc.

**Designation of Individuals to Have Access to Protected Health Information (“PHI”).** The following Employees, classes of Employees, or other persons shall be given access to the PHI to be disclosed:

\_\_\_\_\_

The Employer hereby agrees to the provisions of the Plan and has executed this Adoption Agreement on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Name of Employer: \_\_\_\_\_

**Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Employer CONTACT (print): \_\_\_\_\_

Title: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Ext. \_\_\_\_\_

Fax: \_\_\_\_\_

IRS Circular 230 Notice: We are required to advise you no person or entity may use any tax advice in this communication or any attachment to (i) avoid any penalty under federal tax law or (ii) promote, market or recommend any purchase, investment or other action.

**Employer Representations**

- The Employer intends to reduce its Retirees' medical expenses by providing reimbursement of such expenses, in a limited capacity. The Employer anticipates that participation in the HRA will encourage prospective Retirees to retire earlier, as they will be better able to afford quality health care prior to the age at which they are Medicare eligible.
- The Employer may allow Retirees to participate in both the HRA and the Special Pay Plan (403(b)).
- Retirees are not permitted to make any election or choice between cash, the HRA, and/or the Special Pay Plan, or any other tax deferred program.
- The Employer will base HRA allocations on its estimates of the costs required to provide a certain amount of medical reimbursements to its Retiree population as that population approaches Medicare age.
- The Employer has discretion in determining classes of Employees eligible to participate in the Retiree HRA. Once determined, Retirees in the class shall be treated uniformly and be provided a uniform allocation to the HRA. Such class shall remain in effect for the Employer's entire fiscal year for all affected Retirees in such year and for all future contributions to such class. Each year, the Employer may reevaluate allocations and classes for new Retirees only.
- The Employer may gather information from the Retiree to determine the appropriate allocation to the HRA, but individual Participants are not allowed to elect or to determine their allocation.
- The Employer will monitor all rehires to ensure that less than two employees are in the Retiree HRA Plan.
- The Employer acknowledges that it has received the Plan document for the HRA and agrees with all the terms therein.
- The Employer understands that whether a contribution to the HRA is non-elective for tax purposes is a facts and circumstances determination, and the Employer is responsible for whether the contribution is truly non-elective or not. The Employer understands that MidAmerica Administrative & Retirement Solutions, Inc. and its agents and employees are not tax or legal advisors. They may provide general information regarding the tax treatment of health reimbursement arrangements, but the Employer should consult with its own tax or legal advisors as to how tax and other rules may apply to its own facts and circumstances.
- The Employer will not provide any information or forms or enter into any contracts inconsistent with the preceding.

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class RetA:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

- Retiree
- Active with no access to benefit until retirement or separation of service

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

- Dollar Amount
- Percentage of Compensation or Retirement Pay

**Contribution Frequency**

- One Time
- Semi-Annually
- Annually
- Monthly
- Quarterly
- Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

- 100% Immediate
- 100% upon Retirement, meeting the Employer's eligible requirements for retirement
- 100% upon Separation of Service
- Other \_\_\_\_\_
- 100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

- Reduce future Employer contributions
- Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

- All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code
- Limited Purpose \_\_\_\_\_
- Post Deductible
- Premium Only Medical Expenses

**HRA/FSA Ordering**

- The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.
- The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.
- The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant's FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Participant for Retired employees.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted shall be paid by the Participant.

**Reimbursement Eligibility** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

- Immediate
- Upon becoming 100% vested
- Upon Retirement or Separation of Service

**Investment Selection**      **Investment Provider:** \_\_\_\_\_

- Type of Investment:**  Fixed annuity only       Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_
- Employer directed
  - Participant directed; restrictions are:
    - None
    - 100% vested
    - At Retirement
    - Account balance in excess of \$ \_\_\_\_\_
    - Other \_\_\_\_\_
    - Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class RetB:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

- Retiree
- Active with no access to benefit until retirement or separation of service

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

- Dollar Amount
- Percentage of Compensation or Retirement Pay

**Contribution Frequency**

- One Time
- Semi-Annually
- Annually
- Monthly
- Quarterly
- Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

- 100% Immediate
- 100% upon Retirement, meeting the Employer's eligible requirements for retirement
- 100% upon Separation of Service
- Other \_\_\_\_\_
- 100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

- Reduce future Employer contributions
- Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

- All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code
- Limited Purpose \_\_\_\_\_
- Post Deductible
- Premium Only Medical Expenses

**HRA/FSA Ordering**

- The Employer maintains a Flexible Spending Account (FSA) plan in which Participants may elect to participate.
- The Plan permits reimbursements for expenses eligible to be reimbursed by the FSA plan and therefore the HRA shall not reimburse before expenses exceeding the dollar amount of any FSA have been paid.
- The Plan permits reimbursements for Limited Purpose, Deductible or Premium Only expenses which are not eligible to be reimbursed by the FSA plan and therefore the HRA shall reimburse before the Participant's FSA account is exhausted.

**Administration Fees:** Administrative Fees are paid by the Participant.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted shall be paid by the Participant.

**Reimbursement Eligibility**

- Immediate
- Upon becoming 100% vested
- Upon Retirement or Separation of Service

**Investment Selection**      **Investment Provider:** \_\_\_\_\_

- Type of Investment:**  Fixed annuity only       Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_
- Employer directed
  - Participant directed; restrictions are:
    - None
    - 100% vested
    - At Retirement
    - Account balance in excess of \$ \_\_\_\_\_
    - Other \_\_\_\_\_
    - Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

**Eligible Class RetC:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

- Retiree
- Active with no access to benefit until retirement or separation of service

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

- Dollar Amount
- Percentage of Compensation or Retirement Pay

**Contribution Frequency**

- One Time
- Semi-Annually
- Annually
- Monthly
- Quarterly
- Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

- 100% Immediate
- 100% upon Retirement, meeting the Employer's eligible requirements for retirement
- 100% upon Separation of Service
- Other \_\_\_\_\_
- 100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

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- Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

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**Reimbursements** Reimbursements shall be for:

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- Limited Purpose \_\_\_\_\_
- Post Deductible
- Premium Only Medical Expenses

**HRA/FSA Ordering**

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**Administration Fees:** Administrative Fees are paid by the Participant.

**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted shall be paid by the Participant.

**Reimbursement Eligibility** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

- Immediate
- Upon becoming 100% vested
- Upon Retirement or Separation of Service

**Investment Selection**      **Investment Provider:** \_\_\_\_\_

- Type of Investment:**  Fixed annuity only       Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_
- Employer directed
  - Participant directed; restrictions are:
    - None
    - 100% vested
    - At Retirement
    - Account balance in excess of \$ \_\_\_\_\_
    - Other \_\_\_\_\_
    - Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_



**Eligible Class RetE:** \_\_\_\_\_

**Defined as:** \_\_\_\_\_

**Employment Status** Upon the initial contribution to the Plan, Participant employment status shall be:

- Retiree  Active with no access to benefit until retirement or separation of service

**Contribution Types** All funds for the Plan shall come exclusively from the Employer and shall be determined in accordance with the following formula:

- Dollar Amount  Percentage of Compensation or Retirement Pay

**Contribution Frequency**

- One Time  Annually  Quarterly  
 Semi-Annually  Monthly  Other \_\_\_\_\_

**Vesting Schedule** Participants shall own their account balance in accordance with the following vesting schedule:

- 100% Immediate  
 100% upon Retirement, meeting the Employer's eligible requirements for retirement  
 100% upon Separation of Service  
 Other \_\_\_\_\_  
 100% upon death (can be selected in addition to "other" above)

**Forfeitures** Employees who are not 100% vested under the Vesting Schedule at the time of termination shall forfeit their unvested funds. In the event of the death of the Participant, the Participant's spouse, and all of the Participant's qualifying dependents, any vested funds remaining in the account shall be forfeited. In the event that the Participant opts out of participation in the Plan, all vested and unvested funds shall be forfeited. Forfeitures shall:

- Reduce future Employer contributions  
 Be redistributed pro-rata at the end of each Plan Year to all Plan Participants who are actively employed as of the end of the Plan Year

**Run-off Times** Participants will be allowed 0 (zero) days to continue incurring expenses after the date that their Participation in the Plan ends. The Run-off time for Participants to submit claims for reimbursement from funds that shall be forfeited will be 90 (ninety) days. The Run-off time for funds that shall be forfeited due to death will be one year.

**Reimbursements** Reimbursements shall be for:

- All eligible Medical Expenses specified in section 213(d) of the Internal Revenue Code  
 Limited Purpose \_\_\_\_\_  
 Post Deductible  
 Premium Only Medical Expenses

**HRA/FSA Ordering**

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**Manual Claim Fees:** A reimbursement processing fee of \$5.00 for each hard copy claim form submitted shall be paid by the Participant.

**Reimbursement Eligibility** A Participant shall be eligible for reimbursement of medical expenses at the time selected below.

- Immediate  
 Upon becoming 100% vested  
 Upon Retirement or Separation of Service

**Investment Selection** **Investment Provider:** \_\_\_\_\_

- Type of Investment:**  Fixed annuity only  Variable annuities – Default \_\_\_\_\_ Forfeiture Default \_\_\_\_\_
- Employer directed  
 Participant directed; restrictions are:  
 None  
 100% vested  
 At Retirement  
 Account balance in excess of \$ \_\_\_\_\_  
 Other \_\_\_\_\_  
 Funds limited (see attachment)

**Effective Date** \_\_\_\_\_ **Employer Initials** \_\_\_\_\_

## **VILLAGE OF HOFFMAN ESTATES NOVEMBER CATV MONTHLY REPORT**

To: Eric Palm  
From: Ric Signorella  
Date: November 1, 2024

### **Citizen Segments**

This month the Citizen covers: Senior Commission: Senior Prom, I Smell Bacon BBQ R/C, Frannie Dan Sign Installation, PW Academy Graduation Ceremony, HEFD Open House and the HEFD Swearing In's.

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

Schaumburg & Hoffman Estates Branch Library Programs Airing on HETV  
HHS Dept. Activities Videos  
HEPD / HEFD Swearing In's  
"In Hoffman" Monthly Show: Communications Dept.  
First Responder Teen Academy Graduation  
Engineering Division: Storm Sewer Lining  
First Responders Academy for Teens  
WITTS Workout Promotional Video  
HEPD Citizens Police Academy  
Community Pride Awards  
Hispanic Heritage Fiesta  
Sister Cities Commission: French Evening  
PW Fleet Outfitting a Squad Car  
Emergency Management: Lock Down Drill  
HEFD Electrical Vehicle Extrication Drills  
Fire Station 21 Ground Breaking Ceremony  
HEPD CRC Open House / Ribbon Cutting  
HEPD Cram the Cruiser  
HEPD Shop with a Cop  
HEFD Helicopter Crash Simulation - St Alexis Hospital  
Engineering: Beverly Road Footage - Bridge and New Bike Lane  
Panasonic Connect Ribbon Cutting Event  
Veterans Day Ceremony  
Friendship Tree Lighting  
Sister Cities Commission "Meet Marie Antoinette"  
HEPW: Snow & Ice Operations  
HEPW: Open House  
HEPD Recruiting Video

### **MAE WEST: Actress Portrayal for the August Senior Commission Entertainment**

Now airing.

### **Hoffman Estates 65th Birthday Celebration w/ Historian Pat Barch**

Now airing.

### **COMPASS Kickoff Press Conference & Central Road Project Check Presentation**

Now airing.

### **Senior Commission Entertainment: Measner Magic Show**

Now airing.

### **Complaints/Inquiries**

There was one new inquiry with a landline phone outage. There are no outstanding inquiries.



# HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

## HUMAN RESOURCES MANAGEMENT DEPARTMENT

### Monthly Report

October 2024

#### Staffing Activity

New Starts: 2 - Civil Engineer I  
GIS Specialist

Separations: 2 - Economic Development Specialist  
GIS Specialist

Transfers: 0

Retirees: 0

Promotions: 0

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	338 budgeted	341 current
	Part Time Employees	74 budgeted	51 current
	Temporary Employees	0 budgeted	2 current
	Seasonal Employees	21 budgeted	0 current
	Paid Interns	6 budgeted	0 current

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

0 Seasonals with	27 for year
0 Promotions with	28 for year
2 Separations with	62 for year
0 Retirements with	16 for year
0 Transfer with	5 for year

**Recruitment Activity****Maintenance I Streets (2)**

The position was posted internally. No internal applications were received. The position was posted on the Village website, social media and broadcast email. It was also posted on GovHR and LinkedIN. Applications were reviewed by the interview team and 8 interviews were scheduled from October 15<sup>th</sup> – 18<sup>th</sup>. Two candidates were offered the positions. They accepted and are currently completing pre-employment screening.

**Bilingual Therapist**

The position was revised from Postdoctoral Fellow to Therapist Clinician by the HHS hiring team. It was reposted on the Village website, social media and broadcast email. It was also posted on LinkedIN, INDEED and GovHR. The Health and Human Services Department also posted with area psychology programs. Applications will be reviewed by the interview team as they are received.

**Community Service Officer (4)**

The position was posted on the Village website, social media and broadcast email. It was also posted on GovHR and LinkedIN. Applications were reviewed by the hiring team and twelve candidates were chosen for interview. Five candidates were offered the positions and all five accepted. They are currently completing the pre-employment screening.

**PW Supervisor**

The position was posted internally only. Applications were reviewed by the hiring team. Three candidates are completing skills testing. Interviews will be held in November.

**Civil Engineer I**

The position was reposted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR and APWA. Applications were reviewed by the interview team as they were received. One candidate was called for interview. An offer was made and accepted. The candidate successfully completed pre-employment screening and started on October 28<sup>th</sup>.

**GIS Specialist**

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, ILGISA and ILCMA. Applications were reviewed by the interview team. Remote prescreening calls were held in mid-August with 14 candidates. Seven candidates advanced to interviews held August 23<sup>rd</sup> to August 30<sup>th</sup>. An offer was made to one of the candidates. He accepted and successfully completed pre-employment screening. He started on October 29<sup>th</sup>.

**GIS Manager**

The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for LinkedIn, GovHR, ILGISA and ILCMA. Applications were reviewed by the hiring team. Five candidates were chosen for pre-screening. Four candidates were then chosen for in-person interviews. Those interviews will take place on November 15<sup>th</sup>.

**Business Systems Analyst**

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 GMIS. Applications were reviewed by the hiring team. Fifteen candidates were selected for a pre-screening videoconference calls the first week of October. Four were then selected for in-person interviews. One person was offered the position. He accepted and is completing onboarding. He is expected to start on November 18<sup>th</sup>.

**Labor/Management Relations**

Contract Status:	<p><b>Police</b> (Metropolitan Alliance of Police - MAP Chapter 96) Contract (Jan. 1, 2022 - December 31, 2024).</p> <p><b>Fire</b> (International Association of Firefighters - Local 2061) Contract (January 1, 2024 – December 31, 2026).</p> <p><b>Public Works</b> (International Brotherhood of Teamsters, Local 700) Contract (Jan. 1, 2024 – Dec. 31, 2025).</p> <p><b>Police Sergeants</b> (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2023 – December 31, 2025).</p>
Grievances:	One grievance from MAP 96 is at Step 5.

**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 Director of HRM attended the monthly meeting as well as the Hispanic Heritage Fiesta.
- The Director of HRM participated in Management Team meetings.

- The Assistant Director of HRM participated in the Wellness Committee meeting.
- HRM staff assisted with the annual Safety Lunch.
- The Director of HRM and Assistant Director of HRM attended the Illinois Public Labor Relations Association annual conference.
- HRM Staff hosted the annual Benefits Fair and online Open Enrollment for all employees.
- HRM staff conducted three days of wellness screenings for over 150 employees.

### **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.
- Conducted a Central Safety Committee meeting. The 2024 Safety Lunch was discussed.
- Corresponded with the Village's cyber carrier regarding a past claim.
- Calculated and submitted the mandatory Self-Insured Fund at the Illinois Worker's Compensation Commission.
- Updated a claims summary document for review by management.
- Participated in an ADA hearing related to an employee with a permanent disability.
- Coordinated the administration of several litigated liability claims being handled by the Village's property and casualty third party claims administrator.
- Provided written updates to appropriate management staff related to the status of several open workers' compensation claims.

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

**HUMAN RESOURCES MANAGEMENT  
MONTHLY STAFFING REPORT  
OCTOBER 2024**

**RECRUITMENTS**

**POSITION TITLE:** Bilingual Therapist  
**DEPARTMENT:** Health & Human Services  
**DATE POSTED:** 08/13/2024  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 4 applications received to date  
**STATUS:** The position was revised from Postdoctoral Fellow to Therapist Clinician by the HHS hiring team. It was reposted on the Village website, social media and broadcast email. Applications have been limited. I re-posted on LinkedIN, Handshake, INDEED and GovHR. The Health and Human Services Department also posted with area psychology programs.

**POSITION TITLE:** Maintenance I Streets/Forestry (2)  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 09/13/2024  
**AD DEADLINE:** 09/30/2024  
**APPLICATIONS REC'D:** 32 applications received  
**STATUS:** The position was posted internally. No internal applications were received. The position was posted on the Village website, social media and broadcast email. It was also posted on GovHR and LinkedIN. Applications were reviewed by the interview team and 8 interviews were scheduled from October 15<sup>th</sup> – 18<sup>th</sup>. Two candidates were offered the positions. They accepted and are currently completing pre-employment screening.

**POSITION TITLE:** Business Systems Analyst  
**DEPARTMENT:** Information Technology  
**DATE POSTED:** 08/23/2024  
**AD DEADLINE:** 09/16/2024  
**APPLICATIONS REC'D:** 30 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 GMIS. Applications were reviewed by the hiring team. Fifteen candidates were selected for a pre-screening videoconference calls the first week of October. Four were then selected for in-person interviews. One person was offered the position. He accepted and is completing onboarding. He is expected to start on November 18<sup>th</sup>.

**POSITION TITLE:** Community Service Officer (4)  
**DEPARTMENT:** Police  
**DATE POSTED:** 09/23/2024  
**AD DEADLINE:** 10/13/2024  
**APPLICATIONS REC'D:** 34 received  
**STATUS:** The position was posted on the Village website, social media and broadcast email. It was also posted on GovHR and LinkedIn. Applications were reviewed by the hiring team and twelve candidates were chosen for interview. Five candidates were offered the positions and all five accepted. They are currently completing the pre-employment screening.

**POSITION TITLE:** GIS Manager  
**DEPARTMENT:** General Government  
**DATE POSTED:** 09/23/2024  
**AD DEADLINE:** 10/13/2024  
**APPLICATIONS REC'D:** 17 received  
**STATUS:** The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for LinkedIn, GovHR, ILGISA and ILCMA. Applications were reviewed by the hiring team. Five candidates were chosen for pre-screening. Four candidates were then chosen for in-person interviews. Those interviews will take place on November 15<sup>th</sup>.

**POSITION TITLE:** PW Supervisor  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 10/17/2024  
**AD DEADLINE:** 10/31/2024  
**APPLICATIONS REC'D:** 3 received  
**STATUS:** The position was posted internally only. Applications were reviewed by the hiring team. Three candidates are completing skills testing. Interviews will be held in November.

## **NEW STARTS**

**POSITION TITLE:** GIS Specialist  
**DEPARTMENT:** General Government  
**DATE POSTED:** 07/12/2024  
**AD DEADLINE:** 08/09/2024  
**APPLICATIONS REC'D:** 48 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, ILGISA and ILCMA. Applications were reviewed by the interview team. Remote prescreening calls were held in mid-August with 14 candidates. Seven candidates advanced to interviews held August 23<sup>rd</sup> to August 30<sup>th</sup>. An offer was made to one of the candidates. He accepted and successfully completed pre-employment screening. He started on October 29<sup>th</sup>.

**POSITION TITLE:** Civil Engineer I  
**DEPARTMENT:** Development Services  
**DATE POSTED:** 08/23/2024  
**AD DEADLINE:** 09/20/2024  
**APPLICATIONS REC'D:** 4 received  
**STATUS:** The position was reposted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR and APWA. Applications were reviewed by the interview team as they were received. One candidate was called for interview. An offer was made and accepted. The candidate successfully completed pre-employment screening and started on October 28<sup>th</sup>.

## SUMMARY OF EMPLOYMENT ACTIVITY OCTOBER 2024

	<u>Total Number</u>	<u>Position</u>
<b>New Starts</b>	<b>2</b>	<b>Civil Engineer I GIS Specialist</b>
<b>Separations</b>	<b>2</b>	<b>GIS Specialist Economic Dev. Specialist</b>
<b>Promotions</b>	<b>0</b>	
<b>Reclassifications</b>	<b>0</b>	
<b>Downgrades</b>	<b>0</b>	
<b>Transfers</b>	<b>0</b>	
<b>Retirements</b>	<b>0</b>	
<b>Change of Status</b>	<b>0</b>	

## ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
<b>New Starts</b>	<b>7</b>	<b>Maintenance I Forestry (2) Business Systems Analyst Community Service Officer (4)</b>
<b>Separations</b>	<b>0</b>	
<b>Promotions</b>	<b>2</b>	<b>ASO to CSO Maintenance to PW Supervisor</b>
<b>Transfers</b>	<b>0</b>	
<b>Reclassifications</b>	<b>0</b>	
<b>Change in Status</b>	<b>0</b>	
<b>Retirements</b>	<b>0</b>	
<b>New Positions</b>	<b>0</b>	
<b>Eliminated Positions</b>	<b>0</b>	

## 2024 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
<b>FULL TIME EMPLOYEES</b>	<b>338</b>	<b>341</b>
<b>PART TIME EMPLOYEES</b>	<b>74</b>	<b>51</b>
<b>TEMPORARY EMPLOYEES</b>	<b>0</b>	<b>2</b>
<b>SEASONAL EMPLOYEES</b>	<b>21</b>	<b>0</b>
<b>INTERNS (PAID)</b>	<b>6</b>	<b>3</b>
 <b>TOTAL</b>	 <b>439</b>	 <b>397</b>

**Total Vacancies:**

**Full Time**

**Budgeted – Posted**

**Bilingual Therapist  
Economic Dev Specialist  
Maintenance I Streets (2)  
Business Systems Analyst  
GIS Manager  
Community Service Officer (4)  
PW Supervisor**

**Budgeted – Not Posted**

**ASO I**

**Part Time**

**Budgeted – Posted**

**Budgeted – Not Posted**

**Weekend ASO  
PW Admin Staff Asst**

## RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
<b>Full Time – Response to Recruitments</b>	<b>29</b>	<b>918</b>
<b>Part Time – Response to Recruitments</b>	<b>0</b>	<b>24</b>
<b>Seasonal Applicants</b>	<b>0</b>	<b>32</b>
 <b>TOTAL</b>	 <b>29</b>	 <b>950</b>

## HUMAN RESOURCES MANAGEMENT EMPLOYMENT ACTIVITY OCTOBER 2024

**NEW HIRES**

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Joshua Kasper	10/28/2024	Civil Engineer I	NA
Steve Wargaski	10/29/2024	GIS Specialist	Sean Diatte

**SEPARATIONS**

<b><u>Name</u></b>	<b><u>Termination Date</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>
Mary Oshana	10/04/2024	Economic Dev. Specialist	Resigned
Sean Diatte	10/11/2024	GIS Specialist	Resigned

**PROMOTIONS**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
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**TRANSFERS**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
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**CHANGE IN STATUS**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
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**RECLASSIFICATION**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Current Position</u></b>	<b><u>New Position</u></b>
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**UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY**

<b><u>Name</u></b>	<b><u>Effective Date</u></b>	<b><u>Position</u></b>	<b><u>Reason</u></b>
Abigail Crouch	10/30/2024	Student Nurse	Beginning of Internship
Natalia Boria	10/21/2024	Student Nurse	Beginning of Internship

**ADDITIONAL MONTHLY REPORT INFORMATION  
OCTOBER 2024**

<b># Anniversaries</b>	<b><u>8</u></b>
<b># Interviews conducted during month</b>	<b><u>38</u></b>
<b># Orientations conducted during month</b>	<b><u>4</u></b>

EMPLOYER'S CLAIM SERVICE, INC.  
 POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY  
 From: 12/31/1996 Through: 07/31/2024

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 Serv (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: 07/31/2024

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 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 Serv (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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
02 301	Fire Suppression (Dept)	5	13.2%	1	2	2	2	0	5	11,335.45	56,677.26		56,677.26	7.6%
02 303	Emergency Medical Serv (Dept)	8	21.1%	4	3	1	1	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	3	0	14	8,716.91	122,036.76		122,036.76	16.3%
02 700	Patrol (Dept)	11	28.9%	5	0	6	6	0	11	24,662.45	271,286.95		271,286.95	36.3%
02 704	Traffic (Dept)	1	2.6%	0	0	1	1	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	7	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	10	0	38	19,643.20	746,441.59		746,441.59	100.0%
Totals for 2002 Claims:		38	100.0%	18	10	10	10	0	38	19,643.20	746,441.59		746,441.59	100.0%
03 301	Fire Suppression (Dept)	5	14.3%	2	1	2	2	0	5	25,542.01	127,710.07		127,710.07	31.2%
03 303	Emergency Medical Serv (Dept)	12	34.3%	9	1	2	2	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	4	0	18	17,507.41	315,133.36		315,133.36	77.1%
03 700	Patrol (Dept)	7	20.0%	5	1	1	1	0	7	1,467.76	10,274.35		10,274.35	2.5%
03 701	Investigations (Dept)	1	2.9%	0	0	1	1	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	2	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	6	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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
Totals for 2003 Claims:		35	100.0%	24	5	6	6	0	35	11,678.79	408,757.75	408,757.75	408,757.75	100.0%
04 201	Water Billing	1	2.1%	1	0	0	0	0	1	1,295.10	1,295.10		1,295.10	0.1%
04 2	Finance	1	2.1%	1	0	0	0	0	1	1,295.10	1,295.10		1,295.10	0.1%
04 301	Fire Suppression	10	20.8%	6	2	2	2	0	10	4,666.25	46,662.48		46,662.48	4.4%
04 303	Emergency Medical Serv	11	22.9%	7	4	0	0	0	11	12,225.62	134,481.79		134,481.79	12.7%
04 3	Fire	21	43.8%	13	6	2	2	0	21	8,625.92	181,144.27		181,144.27	17.1%
04 504	Health Screening	1	2.1%	1	0	0	0	0	1	405.00	405.00		405.00	0.0%
04 5	Health & Human Services	1	2.1%	1	0	0	0	0	1	405.00	405.00		405.00	0.0%
04 600	Administration	1	2.1%	1	0	0	0	0	1	248.68	248.68		248.68	0.0%
04 6	Human Resources Manag	1	2.1%	1	0	0	0	0	1	248.68	248.68		248.68	0.0%
04 700	Patrol	16	33.3%	12	0	4	4	0	16	41,219.86	659,517.75		659,517.75	62.4%
04 703	Tactical	2	4.2%	2	0	0	0	0	2	137.84	275.68		275.68	0.0%
04 7	Police	18	37.5%	14	0	4	4	0	18	36,655.19	659,793.43		659,793.43	62.5%
04 800	Streets	3	6.3%	1	0	2	2	0	3	43,878.25	131,634.74		131,634.74	12.5%
04 801	Water & Sewer	1	2.1%	1	0	0	0	0	1	0.00	0.00		0.00	0.0%
04 803	Equipment & Supply	1	2.1%	0	0	1	1	0	1	81,422.11	81,422.11		81,422.11	7.7%
04 804	Forestry	1	2.1%	1	0	0	0	0	1	481.50	481.50		481.50	0.0%
04 8	Public Works	6	12.5%	3	0	3	3	0	6	35,589.73	213,538.35		213,538.35	20.2%
04 01	Village of Hoffman Estates	48	100.0%	33	6	9	9	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	9	0	48	22,008.85	1,056,424.83		1,056,424.83	100.0%
05 301	Fire Suppression	6	11.3%	4	2	0	0	0	6	1,012.80	6,076.77		6,076.77	2.0%
05 303	Emergency Medical Serv	20	37.7%	12	5	3	3	0	20	12,979.04	259,580.79		259,580.79	83.9%
05 3	Fire	26	49.1%	16	7	3	3	0	26	10,217.60	265,657.56		265,657.56	85.9%
05 504	Health Screening	1	1.9%	1	0	0	0	0	1	184.50	184.50		184.50	0.1%
05 5	Health & Human Services	1	1.9%	1	0	0	0	0	1	184.50	184.50		184.50	0.1%
05 700	Patrol	7	13.2%	5	1	1	1	0	7	3,015.10	21,105.71		21,105.71	6.8%
05 701	Investigations	1	1.9%	1	0	0	0	0	1	297.00	297.00		297.00	0.1%
05 704	Traffic	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: 07/31/2024

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	1	1.9%	0	0	1	100%	0	1	10,253.45	10,253.45		10,253.45	3.3%
05 7	Police	10	18.9%	7	1	2	20%	0	10	3,284.30	32,843.01		32,843.01	10.6%
05 800	Streets	4	7.5%	4	0	0	0%	0	4	627.99	2,511.94		2,511.94	0.8%
05 801	Water & Sewer	5	9.4%	5	0	0	0%	0	5	1,066.50	5,332.50		5,332.50	1.7%
05 802	Building & Grounds	1	1.9%	1	0	0	0%	0	1	437.00	437.00		437.00	0.1%
05 803	Equipment & Supply	2	3.8%	2	0	0	0%	0	2	697.05	1,394.10		1,394.10	0.5%
05 804	Forestry	4	7.5%	3	1	0	0%	0	4	259.88	1,039.50		1,039.50	0.3%
05 8	Public Works	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	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%	0	53	5,837.74	309,400.11		309,400.11	100.0%
06 201	Water Billing	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06 2	Finance	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06 301	Fire Suppression	9	16.1%	5	2	2	22%	0	9	38,029.36	342,264.26		342,264.26	31.5%
06 303	Emergency Medical Serv	14	25.0%	7	3	4	29%	0	14	39,335.55	550,697.76		550,697.76	50.8%
06 3	Fire	23	41.1%	12	5	6	26%	0	23	38,824.44	892,962.02		892,962.02	82.3%
06 700	Patrol	17	30.4%	11	3	3	18%	0	17	3,949.26	67,137.34		67,137.34	6.2%
06 701	Investigations	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
06 703	Tactical	4	7.1%	3	1	0	0%	0	4	2,311.32	9,245.26		9,245.26	0.9%
06 704	Traffic	2	3.6%	2	0	0	0%	0	2	3,850.97	7,701.94		7,701.94	0.7%
06 707	Records	1	1.8%	0	0	1	100%	0	1	25,046.89	25,046.89		25,046.89	2.3%
06 7	Police	25	44.6%	17	4	4	16%	0	25	4,365.26	109,131.43		109,131.43	10.1%
06 800	Streets	1	1.8%	1	0	0	0%	0	1	4,201.51	4,201.51		4,201.51	0.4%
06 801	Water & Sewer	2	3.6%	1	1	0	0%	0	2	112.50	225.00		225.00	0.0%
06 802	Building & Grounds	1	1.8%	0	1	0	0%	0	1	70,689.99	70,689.99		70,689.99	6.5%
06 804	Forestry	3	5.4%	3	0	0	0%	0	3	2,038.90	6,116.71		6,116.71	0.6%
06 8	Public Works	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	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	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: 07/31/2024

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 Serv (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 Serv (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: 07/31/2024

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	2	3.1%	2	0	0	0%	0	2	953.81	1,907.61		1,907.61	0.4%
08 704	Traffic	1	1.6%	0	1	0	0%	0	1	8,049.19	8,049.19		8,049.19	1.6%
08 705	Canine	1	1.6%	1	0	0	0%	0	1	5,940.13	5,940.13		5,940.13	1.2%
08 7	Police	12	18.8%	7	1	4	33%	0	12	13,016.30	156,195.65		156,195.65	30.4%
08 800	Streets	5	7.8%	4	1	0	0%	0	5	661.38	3,306.90		3,306.90	0.6%
08 801	Water & Sewer	5	7.8%	4	1	0	0%	0	5	410.40	2,052.00		2,052.00	0.4%
08 804	Forestry	2	3.1%	1	0	1	50%	0	2	46,969.21	93,938.41		93,938.41	18.3%
08 8	Public Works	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	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	2	3.8%	1	1	0	0%	0	2	7,601.49	15,202.97		15,202.97	2.2%
09 301	Fire Suppression	14	26.4%	11	3	0	0%	0	14	4,642.64	64,996.99		64,996.99	9.3%
09 303	Emergency Medical Serv	20	37.7%	13	4	3	15%	0	20	17,948.22	358,964.35		358,964.35	51.1%
09 3	Fire	36	67.9%	25	8	3	8%	0	36	12,199.01	439,164.31		439,164.31	62.6%
09 600	Administration	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	1	1.9%	0	0	1	100%	0	1	19,350.10	19,350.10		19,350.10	2.8%
09 700	Patrol	8	15.1%	2	2	4	50%	0	8	18,574.08	148,592.67		148,592.67	21.2%
09 704	Traffic	1	1.9%	1	0	0	0%	0	1	2,457.38	2,457.38		2,457.38	0.4%
09 707	Records	1	1.9%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
09 7	Police	10	18.9%	4	2	4	40%	0	10	15,105.01	151,050.05		151,050.05	21.5%
09 800	Streets	1	1.9%	0	0	1	100%	0	1	85,580.51	85,580.51		85,580.51	12.2%
09 801	Water & Sewer	2	3.8%	2	0	0	0%	0	2	592.65	1,185.30		1,185.30	0.2%
09 803	Equipment & Supply	1	1.9%	0	1	0	0%	0	1	4,634.90	4,634.90		4,634.90	0.7%
09 804	Forestry	2	3.8%	2	0	0	0%	0	2	551.70	1,103.40		1,103.40	0.2%
09 8	Public Works	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	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	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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
10 2	Finance (Sub-Loc)	2	4.8%	0	1	1	1	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 Serv (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%
<b>Totals for 2010 Claims:</b>		<b>42</b>	<b>100.0%</b>	<b>21</b>	<b>13</b>	<b>8</b>	<b>19%</b>	<b>0</b>	<b>42</b>	<b>13,575.53</b>	<b>570,172.31</b>		<b>570,172.31</b>	<b>100.0%</b>
11 200	Accounting (Dept)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11 2	Finance (Sub-Loc)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11 250	PPO Payments (Dept)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11 25	PPO Payments (Sub-Loc)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11 301	Fire Suppression (Dept)	4	12.9%	2	1	1	25%	0	4	63,247.39	252,989.56		252,989.56	34.7%
11 303	Emergency Medical Serv (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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgi	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: 07/31/2024

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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	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	3	0	9	29,860.63	268,745.66		268,745.66	64.7%
15 303	Emergency Medical Serv (Dept)	6	20.7%	4	0	2	2	0	6	12,038.88	72,233.27		72,233.27	17.4%
15 3	Fire (Sub-Loc)	15	51.7%	9	1	5	5	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	1	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	1	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	6	0	29	14,314.99	415,134.83		415,134.83	100.0%
Totals for 2015 Claims:		29	100.0%	21	2	6	6	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 Serv (Dept)	4	10.8%	2	0	2	2	0	4	73,310.12	293,240.47		293,240.47	33.2%
16 3	Fire (Sub-Loc)	7	18.9%	4	1	2	2	0	7	42,091.27	294,638.91		294,638.91	33.3%
16 700	Patrol (Dept)	16	43.2%	13	1	2	2	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	2	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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	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	4	0	37	23,904.45	884,464.76		884,464.76	100.0%
Totals for 2016 Claims:		37	100.0%	29	4	4	4	0	37	23,904.45	884,464.76		884,464.76	100.0%
17 301	Fire Suppression (Dept)	1	5.6%	0	0	1	1	100%	1	133,457.99	41,333.94	92,124.05	133,457.99	27.6%
17 303	Emergency Medical Serv (Dept)	5	27.8%	3	0	2	4	40%	1	68,385.53	277,606.27	64,321.36	341,927.63	70.7%
17 3	Fire (Sub-Loc)	6	33.3%	3	0	3	5	50%	2	79,230.94	318,940.21	156,445.41	475,385.62	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	1.0%
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	3	17%	2	26,858.96	327,015.83	156,445.41	483,461.24	100.0%
Totals for 2017 Claims:		18	100.0%	15	0	3	3	17%	2	26,858.96	327,015.83	156,445.41	483,461.24	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	1	13%	0	6,056.13	48,449.03		48,449.03	15.0%
18 303	Emergency Medical Serv (Dept)	5	14.7%	3	0	2	4	40%	1	19,384.64	77,482.13	19,441.06	96,923.19	30.1%
18 3	Fire (Sub-Loc)	13	38.2%	7	3	3	3	23%	1	11,182.48	125,931.16	19,441.06	145,372.22	45.1%
18 700	Patrol (Dept)	14	41.2%	11	1	2	2	14%	0	12,237.06	171,318.86		171,318.86	53.1%
18 7	Police (Sub-Loc)	14	41.2%	11	1	2	2	14%	0	12,237.06	171,318.86		171,318.86	53.1%
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%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
18 01	Village of Hoffman Estates (Loc)	34	100.0%	23	6	5	5	1	33	9,483.23	302,988.77	19,441.06	322,429.83	100.0%
Totals for 2018 Claims:		34	100.0%	23	6	5	5	1	33	9,483.23	302,988.77	19,441.06	322,429.83	100.0%
19 301	Fire Suppression (Dept)	12	42.9%	8	1	3	3	2	10	41,544.36	459,613.33	38,918.97	498,532.30	54.7%
19 303	Emergency Medical Serv (Dept)	4	14.3%	3	0	1	1	1	3	37,772.33	65,637.99	85,451.33	151,089.32	16.6%
19 3	Fire (Sub-Loc)	16	57.1%	11	1	4	4	3	13	40,601.35	525,251.32	124,370.30	649,621.62	71.2%
19 700	Patrol (Dept)	12	42.9%	8	2	2	2	0	12	21,869.79	262,437.44		262,437.44	28.8%
19 7	Police (Sub-Loc)	12	42.9%	8	2	2	2	0	12	21,869.79	262,437.44		262,437.44	28.8%
19 01	Village of Hoffman Estates (Loc)	28	100.0%	19	3	6	6	3	25	32,573.54	787,688.76	124,370.30	912,059.06	100.0%
Totals for 2019 Claims:		28	100.0%	19	3	6	6	3	25	32,573.54	787,688.76	124,370.30	912,059.06	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	3	1	10	15,175.54	153,871.44	13,059.47	166,930.91	54.2%
20 303	Emergency Medical Serv (Dept)	3	10.7%	2	1	0	0	0	3	11,668.95	35,006.86		35,006.86	11.4%
20 3	Fire (Sub-Loc)	14	50.0%	6	5	3	3	1	13	14,424.13	188,878.30	13,059.47	201,937.77	65.5%
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	1	0	8	6,287.69	50,301.48		50,301.48	16.3%
20 7	Police (Sub-Loc)	8	28.6%	2	5	1	1	0	8	6,287.69	50,301.48		50,301.48	16.3%
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	1	0	1	50,322.57	50,322.57		50,322.57	16.3%
20 8	Public Works (Sub-Loc)	3	10.7%	1	1	1	1	0	3	17,694.44	53,083.32		53,083.32	17.2%
20 01	Village of Hoffman Estates (Loc)	28	100.0%	11	12	5	5	1	27	11,003.11	295,027.66	13,059.47	308,087.13	100.0%
Totals for 2020 Claims:		28	100.0%	11	12	5	5	1	27	11,003.11	295,027.66	13,059.47	308,087.13	100.0%
21 301	Fire Suppression (Dept)	3	12.0%	1	1	1	1	1	2	5,671.11	7,958.48	9,054.84	17,013.32	5.9%
21 303	Emergency Medical Serv (Dept)	4	16.0%	2	1	1	1	1	3	17,299.11	55,005.89	14,190.54	69,196.43	24.2%
21 3	Fire (Sub-Loc)	7	28.0%	3	2	2	2	2	5	12,315.68	62,964.37	23,245.38	86,209.75	30.1%
21 700	Patrol (Dept)	10	40.0%	7	2	1	1	0	10	2,772.24	27,722.39		27,722.39	9.7%
21 702	Crime Prevention (Dept)	1	4.0%	1	0	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: 07/31/2024

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% of Total
21 7	Police (Sub-Loc)	11	44.0%	8	2	1	9%	0	11	2,520.22	27,722.39		27,722.39	9.7%
21 800	Streets (Dept)	2	8.0%	1	0	1	50%	1	1	7,738.09	4,839.63	10,636.54	15,476.17	5.4%
21 801	Water & Sewer (Dept)	2	8.0%	1	0	1	50%	0	2	60,898.32	121,796.63		121,796.63	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%	1	4	34,441.68	161,571.84	10,636.54	172,208.38	60.2%
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%	3	22	11,445.62	252,258.60	33,881.92	286,140.52	100.0%
Totals for 2021 Claims:		25	100.0%	13	6	6	24%	3	22	11,445.62	252,258.60	33,881.92	286,140.52	100.0%
250	Village of Hoffman Estates	920		601	157	162		10	910	14,967.26	13,422,683.35	347,198.16	13,769,881.51	

Open Medical: 0  
 Open Comp: 0  
 Open Legal: 10

VILLAGE OF HOFFMAN ESTATES  
 01.01.23/01.01.24  
 (as of 08.31.24)

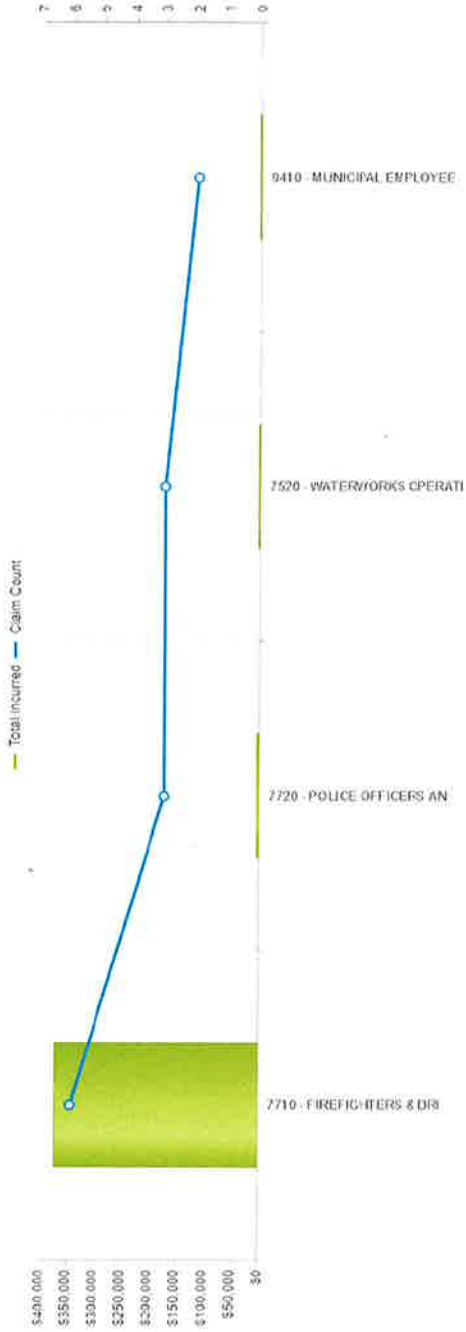
Job Class	Outstanding			Total Incurred	Claim Count	Cost per Claim
	Paid	Reserve	Recovered			
7710 - FIREFIGHTERS & DRIVERS	\$429,766.33	\$282,065.79	\$0.00	\$711,832.12	12	\$59,319.34
7720 - POLICE OFFICERS AND DRIVERS	\$53,011.95	\$90,201.00	\$0.00	\$143,212.95	11	\$13,019.36
9410 - MUNICIPAL EMPLOYEES, NOC	\$350.62	\$2,899.38	\$0.00	\$3,250.00	1	\$3,250.00
5506 - STREET OR ROAD CONSTRUCTION	\$2,413.52	\$0.00	\$0.00	\$2,413.52	1	\$2,413.52
7520 - WATERWORKS OPERATION & DRIVERS	\$2,261.78	\$0.00	\$0.00	\$2,261.78	4	\$565.45
8832 - PHYSICIAN & CLERICAL	\$20.00	\$0.00	\$0.00	\$20.00	1	\$20.00
8810 - CLERICAL OFFICE EMPLOYEES NOC	\$0.00	\$0.00	\$0.00	\$0.00	1	\$0.00
<b>Totals:</b>	<b>\$487,824.20</b>	<b>\$375,166.17</b>	<b>\$0.00</b>	<b>\$862,990.37</b>	<b>31</b>	<b>\$27,838.40</b>



VILLAGE OF HOFFMAN ESTATES

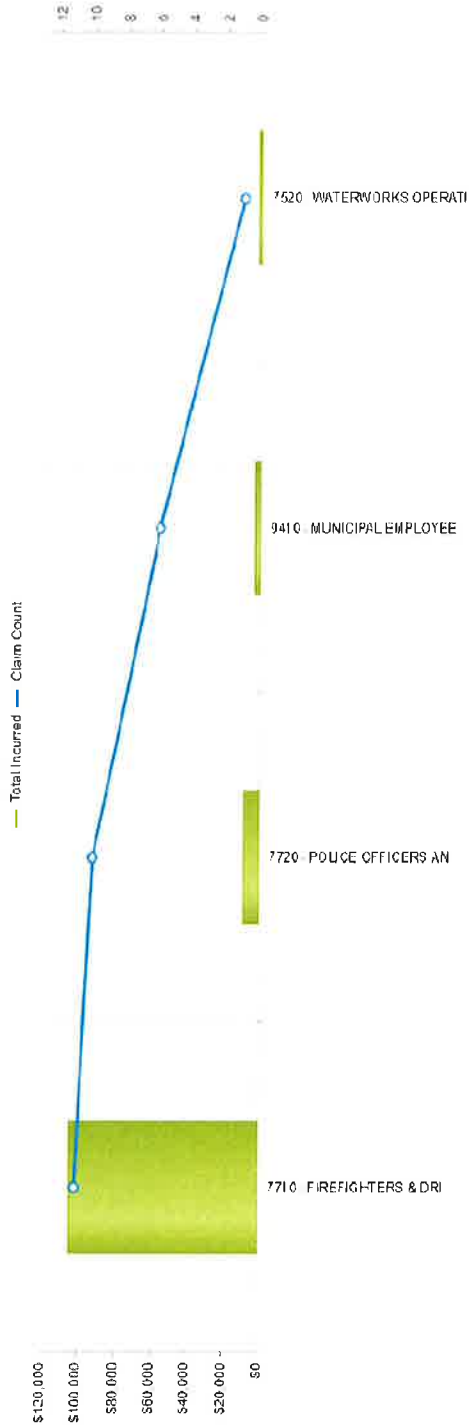
01.01.24/08.31.24  
(as of 08.31.24)

Job Class	Paid	Outstanding Reserves	Recovered	Total Incurred	Claim Count	Cost per Claim
7710 - FIREFIGHTERS & DRIVERS	\$58,531.18	\$314,104.30	\$0.00	\$372,635.48	6	\$62,105.91
7720 - POLICE OFFICERS AND DRIVERS	\$1,800.64	\$3,200.00	\$0.00	\$5,000.64	3	\$1,666.88
7520 - WATERWORKS OPERATION & DRIVERS	\$448.08	\$2,500.00	\$0.00	\$2,948.08	3	\$982.69
9410 - MUNICIPAL EMPLOYEES, NOC	\$656.81	\$2,148.72	\$0.00	\$2,805.53	2	\$1,402.77
<b>Totals:</b>	<b>\$61,436.71</b>	<b>\$321,953.02</b>	<b>\$0.00</b>	<b>\$383,389.73</b>	<b>14</b>	<b>\$27,384.98</b>



**VILLAGE OF HOFFMAN ESTATES**  
 01.01.22/12.31.22  
 (as of 08.31.24)

Job Class	Paid		Outstanding		Total Incurred	Claim Count	Cost per Claim
	Paid	Reserve	Recovered	Reserve			
7710 - FIREFIGHTERS & DRIVERS	\$53,056.13	\$51,425.65	\$0.00	\$104,481.78	11	\$9,498.34	
7720 - POLICE OFFICERS AND DRIVERS	\$8,151.17	\$870.00	\$0.00	\$9,021.17	10	\$902.12	
9410 - MUNICIPAL EMPLOYEES, NOC	\$2,897.96	\$0.00	\$0.00	\$2,897.96	6	\$482.99	
7520 - WATERWORKS OPERATION & DRIVERS	\$1,536.97	\$0.00	\$0.00	\$1,536.97	1	\$1,536.97	
<b>Totals:</b>	<b>\$65,642.23</b>	<b>\$52,295.65</b>	<b>\$0.00</b>	<b>\$117,937.88</b>	<b>28</b>	<b>\$4,212.07</b>	



# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** GAP Committee  
**FROM:** Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board  
**RE:** *Operations/Outreach Highlights*  
**PERIOD:** October 2024

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**Muir Holiday Joy Market** – working with school administrators to host a “marketplace” event for families at the school. December 7<sup>th</sup> is the target date. Solidified the following partners: Edge Electric, Minuteman Press, Hilton Garden Inn, World’s Fair, Hoffman Estates Chamber of Commerce, L&M Financial, Ascension St. Alexius Women’s and Children’s Hospital, Target, and Windy City Bulls.

**Wine Wednesday** – World’s Fair (11/20), Poplar Creek Bowl (12/18)

### General:

10/1 – Celtic Fest Meeting, FF/PM Swearing-In  
10/1 – scheduled Gordon Madsen’s Eagle Court of Honor (attended by elected officials)  
10/2 – I Smell Bacon Ribbon Cutting, Attended Benefits of Wellness Fair  
10/4 – attended ONCC Meeting (Schiller Park)  
10/5 – scheduled elected officials to attend NW Suburban Teachers Union Breakfast  
10/7 – Trustee Dinner and Public Works Graduation Ceremony  
10/8 – attended management team meeting, Frannie’s Star Installation with Mayor McLeod  
10/10 – scheduled and attended meeting at Bell Works for event planning meeting with Trustee Pilafas, Mayor  
10/11 – attended the Village’s Safety Luncheon  
10/13 – attended Diwali Celebration with Trustee Kinnane, Mayor, Clerk Richter  
10/15 – attended French Evening  
10/16 – organized and attended Wine Wednesday  
10/19 – scheduled Eagle Court of Honor for Ryne Priest attended by elected officials  
10/23 – assisted with Senior Luncheon, had sponsorship discussion with Linda Scheck, Eric Palm  
10/26 – attended WINGS Purple Tie Ball with Mayor McLeod  
10/28 – attended POC Collaborative Meeting via Zoom  
10/28 – organized Trustee birthday dinner for Trustee Pilafas, attended committee meetings  
10/31 – visited with residents Patricia and William Dybas with Mayor McLeod

General administrative projects for the Mayor and the Village Board.

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