



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

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Finance Committee, Chair
Parking Committee, Chair
Public Safety Committee

AGENDA
SELECT COMMITTEE ON INSURANCE AGENT RELATIONS –
PROPERTY AND CASUALTY
February 15, 2022 5:30 PM
To be held in person
AV ROOM #308, CITY HALL

APPROVAL OF PREVIOUS MINUTES

12-20-2021

DISCUSSION AND APPROVAL

Discuss and score the insurance proposals from the 3 selected firms.

Recommend award of insurance contract to Council.

ADJOURN

JJ/ns

*Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>

MINUTES

SELECT COMMITTEE ON INSURANCE AGENT RELATIONS – PROPERTY AND CASUALTY

THE MEETING WAS HELD IN COUNCIL CHAMBERS IN CITY HALL.

5:45 P. M., DECEMBER 20, 2021

Joseph Jenkins, Chairperson, called the meeting of the Select Committee on Insurance Agent Relations – Property and Casualty to order at 5:45p.m., December 20, 2021.

Committee Members Present:

Joseph Jenkins, Chair
Bobby Reishman
Becky Ceperley
Mary Beth Hoover
Adam Knauff
Jennifer Pharr
Shannon Snodgrass

Members Absent:

None

A roll call was taken, and it was determined that a quorum was present.

1. Approval of the Previous minutes for November 11, 2021.

Councilmember Reishman motioned to approve the previous minutes. With the members being present having voted in the unanimously in the affirmative, the Chair declared the previous minutes as approved.

December 20, 2021

2. Discuss and approve insurance proposal evaluation criteria.

Councilmember Jenkins stated that the Members have received a copy of the evaluation criteria. Changes suggested by Councilmember Snodgrass were distributed to the Committee.

Councilmember Knauff had a question about #5 of the criteria. City Manager, Jonathan Storage, added that the document was drafted for the insurance writers, not the underwriters.

With discussion, the Committee agreed to alter the scoring to 10 points to Stability of the Firm, 45 points for Client Relations and Service and 5 points to Broker/Agent Fees

Councilmember Reishman motioned to approve the evaluation criteria to include the amendments and changes to points.

With those being present having voted unanimously in the affirmative, the Chair declared the scoring criteria as approved.

3. Updates:

Storage added that his office has been working to get all of the data and claims information that the proposers will need. All three of the firms have been a pleasure to work with.

Councilmember Reishman motioned to adjourn the meeting.
Meeting adjourned.