

**APPROVED MINUTES  
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES' RISK MANAGEMENT COMMITTEE MEETING  
LAS VEGAS, NEVADA  
JULY 13, 2023  
(Approved on September 14, 2023)**

The Board of Trustees of the Las Vegas-Clark County Library District met in regular session at Rainbow Library, Las Vegas, Nevada, at 4:30 p.m., Wednesday, July 13, 2023.

**Present:** Committee: J. Jiron, Committee Chair J. Melendrez  
N. Waugh, Ex Officio

Board: K. Benavidez E. Foyt  
E. Sanchez

Counsel: G. Welt

Absent:

Staff: Kelvin Watson, Executive Director  
Numerous Staff

Guests: Brandon Lewis, USI Insurance

The meeting began at 4:31 p.m.

**Roll Call (Item I.)** All members listed present above represent a quorum. Appendix A.

**Public Comment (Item II.)** None.

**Agenda (Item III.)** (This item was not mentioned in the meeting)

**New Business (Item IV.)**

**Discussion and possible Committee action regarding a report from the District's Broker regarding recommendation for contract award for property and casualty insurance and public** John Vino, General Services Director and Brandon Lewis, USI Insurance presented pages 6 through 61. Mr. Vino reported that The District's property and casualty insurance and public officials and employment practices liability insurance policies renew on July 15th. USI Insurance Services, Broker of Record, conducted a thorough review of the District's current policies and coverages and prepared a proposed insurance package and recommendations for contract award. The Board of Trustees' Risk Management Committee is scheduled to meet with the Broker of Record prior to the Board meeting for presentation of the Broker's proposal and to discuss staff's review and recommendation for contract award. The Risk

**officials and  
employment  
practices liability  
insurance for the  
policy year  
commencing on July  
15, 2023.  
(Item IV.A.)**

Management Committee will bring forward a recommendation for contract award to the Board of Trustees at the July 13th meeting. The recommendation to the Board of Trustees is that a contract for property and casualty insurance and public officials and employment practices liability insurance be awarded through USI Insurance Services to Travelers, Chubb/Federal, Benchmark, Tokio Marine Specialty, Great American, Indian Harbor, and Atlantic Specialty at an annual premium, not to exceed \$418,577.21, for the policy year commencing on July 15, 2023, subject to final review by Counsel. Only changes were Travelers- the agreement with Travelers to provide an increase of 2 percent on our property due to inflation and minor changes in deductibles and adding East Las Vegas QALICB as an additional insured to the policy.

Brandon Lewis reported that the broader insurance markets have been extremely challenging the last few years. Property insurance has been the major concern. Back at January 1 renewals, the average rate increased from 50 to 200 percent in the reinsurance markets, which drives down to the primary buyers of property insurance. He also states that the renewals are competitive and are more competitive than what is seen in the marketplace.

Mr. Vino wanted to state for the record that the practice for the District is to go back to the current insurers for three years and to do a full market survey to get better prices.

Trustee Sanchez asked if this contract is for the next three years. Mr. Vino responded that the Broker of Record does a market survey of all of the policies every year to confirm the prices are fair. This is a yearly review with the existing insurers. Per Board requirements, a full market bid of all policies, with an RFP to the full insurance market is done every three years.

Trustee Waugh made a motion to recommend to the Board of Trustees that a contract for property and casualty insurance and public officials and employment practices liability insurance be awarded through USI Insurance Services to Travelers, Chubb/Federal, Benchmark, Tokio Marine Specialty, Great American, Indian Harbor, and Atlantic Specialty at an annual premium, not to exceed \$418,577.21, for the policy year commencing on July 15, 2023, subject to final review by Counsel. Trustee Sanchez second the motion.

There was no opposition and the motion carried.

**Public Comment  
(Item V.)**

None.

**Adjournment  
(Item VI.)**

Trustee Jiron adjourned the meeting at 4:40p.m.

Respectfully submitted,

Jennifer Jiron, Secretary

# 2023 ATTENDANCE

		2023																						
		January 19 Regular Board Mtg	February 9 Regular Board Mtg	February 23 Finance and Audit Comm. Mtg	March 9 Regular Board Mtg	April 4 Special Board Mtg	April 12 Finance and Audit Comm. Mtg	April 20 Regular Board Mtg	May 18 Regular Board Mtg	June Nominations Comm. Mtg	June 1 Regular Board Mtg	June 28 Special Board Mtg	July - Finance and Audit Comm. Mtg-	July 13 Risk Management Comm. Mtg	July 13 Regular Board Mtg	AUGUST	September 7 Finance and Audit Comm Mtg	September 14 Regular Board Mtg	October 12 Regular Board Mtg	November 1 Executive Comm. Mtg	November 6 Finance and Audit Comm. Mtg	November 9 Regular Board Mtg	December 14 Regular Board Mtg	
Benavidez	Kelly	A-E	P	P	P	P	P	A	P	P	P	P		P										
Foyt	Elizabeth	P	P		P	P		P	P	P	P	A-E		P										
Meléndrez (Term ended 9/8)	José	P	P		P	P		A	P	P	P	P		P										
Ortiz	Felipe	P	P		P	P		P	P	P	P	P												
Wilson (Term Ended 5-15-2)	Brian	P	P	P	P	P		P	P															
Rogers	Keith	P	P	P	P	P	P	P	P		A-E	A-E												
Waugh	Nathaniel	P	P	P	P	P	P	P	P	P	P	P		P										
Jiron	Jennifer	P	P		P	P	P	P	P	P	P	P		P										
Turner Whiteley	Kate	P	P		P	A		P	P	P	P	A-E												
Sanchez (Term Began 5-15)	Elaine								P		P	P		P										
Dutkowski (Term Began 7/)	Karen																							
Shelton (Term Began 9/19/)	Chris																							

P	Present
A-E	Excused Absence
A-U	Unexcused Absence
	attended Committee meeting but not a member
X	Term Ended/ New