

Business & Financial Conference



Network & Grow Together

Insurance Basics: Fundamentals of Insurance



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The Top 10 List-Things to Know When New to Insurance

- 1. Identify your internal and external resources
- 2. Flag policy renewal dates, review program structures
- 3. Learn the basics
 - Risk identification and treatment techniques
 - Key terms
- 4. Learn types of insurers, policies and coverage triggers
- 5. What to do if there is a claim
- 6. Typical third-party insurance requirements
- 7. Notable policy exclusions
- 8. Deciphering a certificate of insurance
- 9. Sovereign Immunity
- 10. Determining the appropriate limits to procure

Where Do I Start? Identify Resources

- Internal Resources-
 - Procurement
 - Human Resources & Safety Managers
 - Asset Managers & Subject Matter Experts
 - Enterprise Risk Manager

External Resources-

- Insurance Broker
- Peers
- Collaborative public power resources
 - APPA
 - AEGIS
 - EIM
 - NEIL
 - FM Global
- Non-public power specific resources
 - RIMS, PRIMA, IRMI





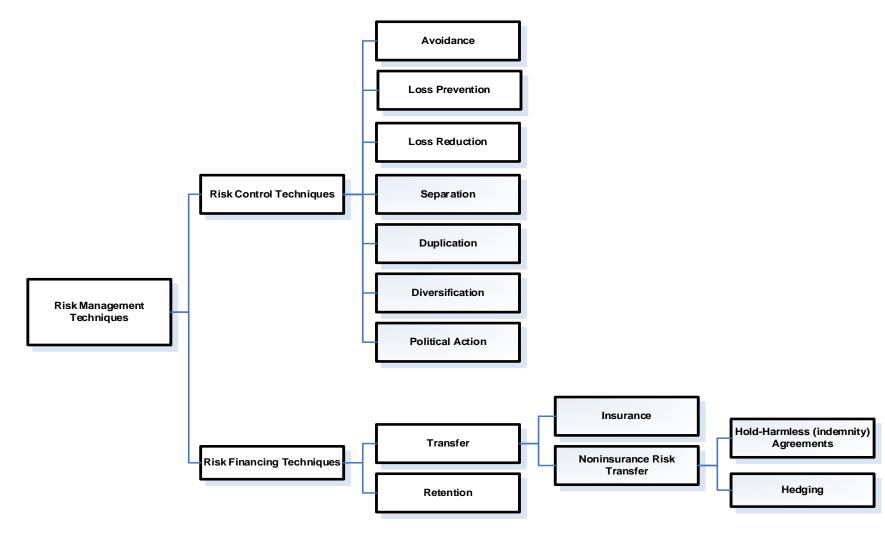
What Next? Identify Renewal Dates & Structures



Flag policy types and renewal dates

- Know what policies are in force and when they expire
- Know timing of internal approval process
- What is a policy period
 - Typically policy periods are for 12 months
 - Policies do not automatically renew
 - Consider efficiency of aligning or changing renewal dates
- Renewal timelines
 - Typically the renewal process starts approximately 120 days before the policy expires
 - Updated exposure information gathered, provided to insurance broker who typically negotiates the renewal pricing and terms, and utility provides authority to "bind" or confirm coverage.

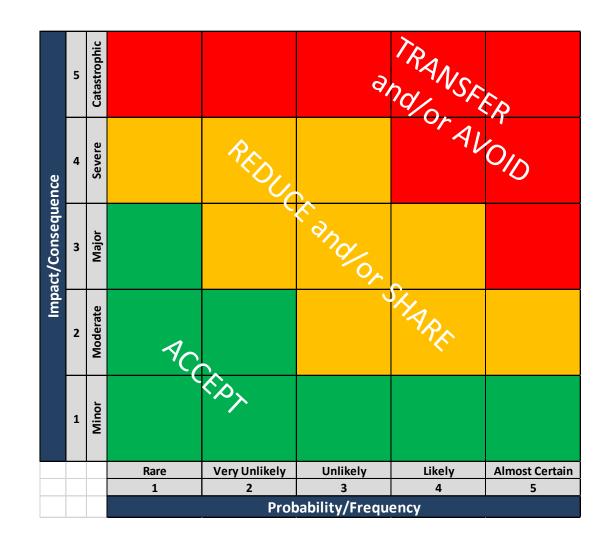
Risk Management Basics Identification & Treatment Techniques



PUBLIC POWER

ACADEMY

Risk Management Basics Risk Tolerance & Role of Insurance



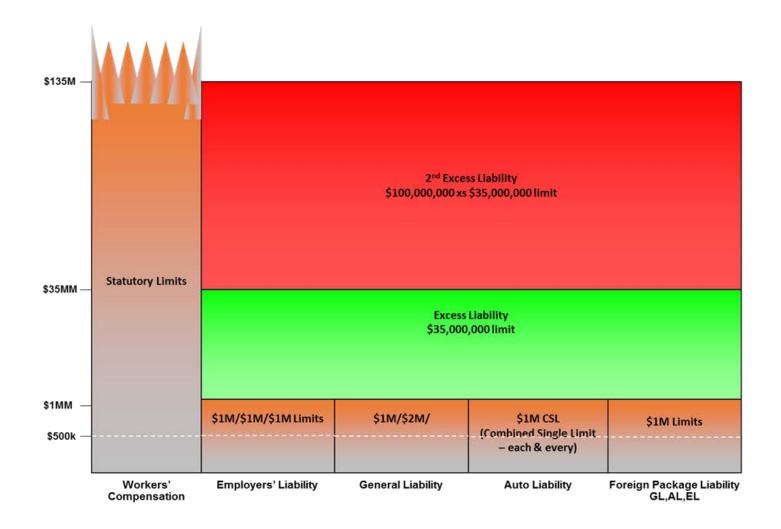


Insurance Basics Key Terms & Acronyms



First Party	Third Party	Exclusions
Occurrence	All Risk	Named Perils
Claims Made	Additional Insured	Subrogation/Waiver of Subrogation
Named Insured	Certificate of Insurance	Primary Coverage
Umbrella Coverage	Excess Coverage	Insured Contract
Business Interruption	Sub-limits	Deductible
Self Insured Retention	Guaranteed Cost	Separation of Insureds

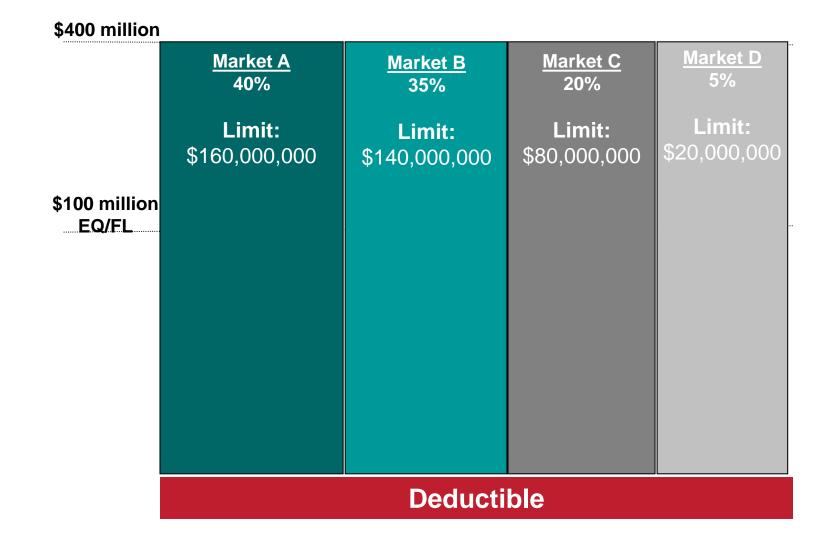
Insurance Basics Sample Casualty Schematic





Insurance Basics Sample Property Schematic





Types of Insurers Commercial Markets

Standard commercial markets are non-industry specific

- Pros:
 - Standardized forms- Auto, WC and Primary CGL
 - Provide "admitted" coverage
 - Insurance marketplace competition can drive down pricing
 - Defense may be "outside" the limits, depending on the coverage line
 - Deductible or zero deductible typically applies
- Cons:
 - Set policy form- hard to manuscript
 - Coverage not tailored to utility industry
 - Lack of industry specific expertise and services
 - Claims can significantly impact coverage availability & pricing
 - High excess limits achieved via numerous layers of insurers

Types of Insurers Industry Mutuals



Formed by utilities when standard insurance markets could not longer meet needs of the power industry- whether through pricing, coverage terms, or capacity.

Pros:

- Industry expertise- insure 98% of electric & gas utilities in the U.S.
- Manuscript policy form providing the broadest coverages available- including broader BI/PD liability coverage, asbestos coverage, broader pollution coverage, excess auto liability, excess employer's liability, emergency assistance agreements, incidental medical malpractice, employment practices liability, community service activity liability, etc.
- Mutual mentality- collaboration, education, loss control services, risk consulting services, claims advocacy, long-term partnership
- May return a portion of surplus to members via distributions or credits
- Cons:
 - Broad coverage can come at a premium price- "get what you pay for"
 - Since mutual insurers are "owned" by the members, will not see the same soft market premium reductions
 - Non-admitted insurers and state-applicable surplus lines taxes & fees apply (can range from 1-6% depending upon state statutes)
 - Retention must be met before policy responds

Policy Types & Triggers Industry Mutuals- Casualty

AMERICAN PUBLIC Association Academy

Associated Electric & Gas Insurance Services- AEGIS

- Claims-made casualty coverage
- Attaches above a self-insured retention
- Not follow-form of any underlying primary coverage
- Defense inside the limits
- Typical layer is \$35M per occurrence/\$70M in the aggregate

Energy Insurance Mutual- EIM

- Attaches above AEGIS
- Follows a majority of the terms and conditions of the AEGIS policy
- Defense inside the limits
- Offers up to a \$100M layer excess of \$35M

Policy Types & Triggers Industry Mutuals- Property



Nuclear Energy Insurance Limited – NEIL

- Coverage specifically for utilities with nuclear exposure
- Offers coverage for damage to insured sites, nuclear decontamination expenses, and other risks of direct physical loss

FM Global/ AEGIS/EIM

- All-risk property coverage
- May includes additional coverages & services such as cyber, loss control, loss engineering, claims expertise
- Quota share or layered programs available
- Loyalty & continuity credits available

Policy Types & Triggers Commercial Insurance Market Coverage



Insurance Coverage	Purpose	Quick Facts
General Liability	Protects against property damage and bodily injury caused to third parties	 \$1M per occ/ \$2M agg Additional Insured, Waiver of Subrogation, Primary/ Noncontributory available
Auto Liability	Protects against property damage and bodily injury caused to third parties arising out of use of an auto	 \$1M per occurrence BI/PD Additional Insured, Waiver of Subrogation, Primary/ Noncontributory available
Excess Liability / Umbrella	Provides excess limits above general liability, auto liability, employer's liability	 Limits of \$300M+ available Recommend follow-form coverage unless AEGIS If AEGIS, recommend excess policies follow form of AEGIS
Workers Compensation	WC- Sole recourse for workplace injuries	Statutory LimitsWaiver of Subrogation
Employers Liability	Protects employers from major financial loss if a worker experiences a job-related injury or illness that workers compensation doesn't cover.	 \$1m / Occurrence Waiver of Subrogation

Policy Types & Triggers



Insurance Coverage	Purpose	Quick Facts
Professional Liability	Protects professional advice- and service-providing individuals and companies from bearing the full cost of defending against a negligence claim made by a client, and damages awarded in such a civil lawsuit. This is first party coverage.	 \$1M+ Limits depending on exposure Specified professional services Non-standard policy forms
Pollution / Environmental Liability	Protects against claims or remediation costs associated with sudden or gradual releases of pollutants and environmental damage including property damage and bodily injury.	 \$1M+ Limits depending on exposure Occurrence form Additional Insured & Waiver of Subrogation available Policy Forms Are not standard

Policy Types & Triggers Commercial Insurance Market Coverage



Insurance Coverage	Purpose	Quick Facts
Builder's Risk/ Course of Construction	Physical damage to an asset while undergoing construction	 Provides coverage during construction to substantial completion Does not automatically include testing & start-up May contain sub-limits for Nat Cat exposures
Delay in Start-up	Indemnification for loss of earnings as a result of covered loss. Typically during construction included on a builder's risk policy.	 12 months profits and continuing expenses
All Risk Property	First party property damage caused by a covered loss	Full replacement costMay sub-limit Nat Cat
Business Interruption	Indemnification for loss of earnings as a result of a covered property loss.	 12 months profits and continuing expenses

What if There's a Claim?



- Timely Notice critical to preserve coverage under the policy.
 - Look to the notice provisions in the policy-
 - "Duties in the Event of Occurrence, Offense, Claim or Suit"
 - As soon as practicable- most occurrence forms
 - Claim must occur and notice must be given within the same policy period- claims made coverage
 - Other specified notice provisions
 - Certain types of claims always must be noticed- ex. death
 - Certain types of losses may have shorter notice requirements- ex. sudden & accidental pollution, employee benefits liability
- **Reasonable cooperation** with claims investigation
- No voluntary payments without insurer consent commercial markets

What if There's a Claim?

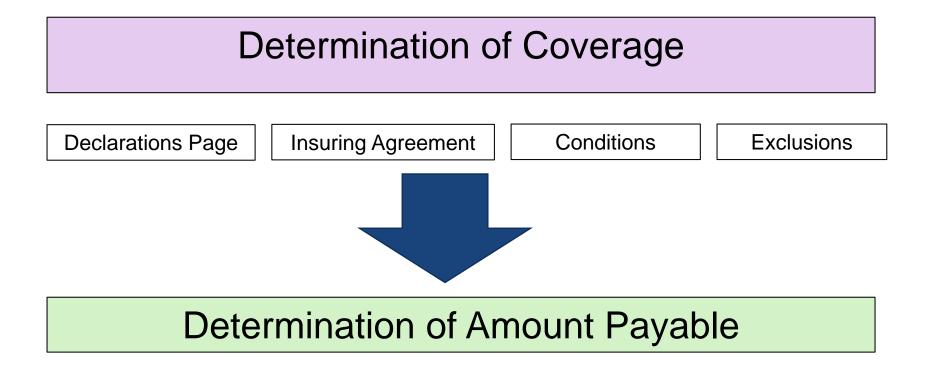


Guaranteed Cost

- So long as loss is covered under the policy, covers first dollar claim costs/expenses/judgments on the loss
 - Including defense
- Deductible
 - So long as loss is covered under the policy, covers claim costs/expenses/judgments and "nets" out the deductible from the claim
- Self-Insured Retention
 - No claim costs/expenses/judgments will be paid until after the SIR is met
 - Anticipate a Reservation of Rights letter from the carrier

What if There's a Claim? Remember: D.I.C.E







Contractor shall procure and maintain, at its own cost and expense, insurance in compliance with the requirements set forth on this Exhibit. Maintenance of insurance coverage shall not reduce or limit Contractor's indemnity obligations as set forth in the Agreement.

- <u>Primary/Non-contributory</u>- Insurance required herein, including any Contractor self-insurance and deductibles, shall be primary, and any insurance or self-insurance of UTILITY shall be excess and noncontributory.
- <u>Additional Insureds</u>- UTILITY and its officers, directors, members, employees and agents shall be included as additional insureds on the following insurance policies of Contractor: Commercial General Liability, Business Automobile Liability, Environmental Impairment Liability / Contractor's Pollution Liability (if applicable), and Aircraft Liability (if applicable). Such coverage shall extend to both on-going and completed operations.
- <u>Severability of Interests</u>- Insurance required above shall include a severability of interests clause or separation of insureds clause, whereby except with respect to the coverage limits, the insurance coverage shall apply to each insured or additional insured as though a separate policy were issued to each.
- <u>Waiver of Subrogation</u>- Commercial General Liability, Business Automobile Liability and Workers' Compensation coverages shall all include a waiver of subrogation in favor of UTILITY.
- Occurrence/ Claims Made Forms- All coverages written on an occurrence form shall be maintained throughout the term of the Agreement, including any warranty periods. Coverages written on a claims-made form shall be maintained throughout the term of the Agreement and be continually renewed for a period not less than three (3) years following completion and acceptance of all work and warranty work under this Agreement. Additional insured endorsements providing products/completed operations coverage shall continue to provide coverage through the expiration of time within which a claim may be filed under all applicable laws.





- Insurer Security All coverage required to be maintained herein shall be with insurers rated A-/ VII or better by A.M. Best.
- Insurance Certificates Contractor's agent or broker shall provide a certificate of insurance and supporting additional insured and waiver of subrogation endorsements prior to commencing work under this Agreement and within 10 days of the renewal of any policy verifying compliance with at least the minimum coverages set forth above.
- <u>Deductibles/Self-Insured Retentions</u>- Any deductibles or self-insured retentions are the responsibility of Contractor and shall be promptly paid so as not to prejudice any coverage required herein. Deductibles or self-insured retentions in excess of [\$XXX] shall be approved in advance in writing by UTILITY.
- <u>Cancellation/Policy Changes</u>- There shall be no changes to or cancellations of coverage resulting in Contractor becoming non-compliant with the insurance coverage required herein. Contractor's policies shall be endorsed to provide 30 days advance written notice of cancellation to UTILITY (10 days in the event of non-payment of premium).



Type of Coverage		Minimum Coverage Limits	
Commercial General Liability	Bodily Injury, Property	Occurrence	Aggregate
ISO Form CG 00 01 04 13, or other form acceptable to ODEC	Damage, Personal Injury, Contractual Liability	\$1M	\$2M
Additional Insured Endorsements- Including on-going and products/completed operations- CG 20 10 11 85; or CG 20 33 04 13 and CG 20 37 04 13; or CG 20 10 04 13 and CG 20 37 04 13, or equivalent endorsements are acceptable.			
Waiver of Subrogation Endorsement			
Primary/Non-contributory Endorsement- Contractor's insurance shall apply on a primary basis and ODEC's insurance or self-insurance shall be non-contributory			
Coverage limits shall be endorsed to apply on a per contract or per project basis			
Delete Railroad exclusionary language			
No sublimit or exclusion for liability arising from the use of cranes			



Type of Coverage		Minimum Cove	rage Limits
Business Automobile Liability	Bodily Injury, Property Damage	Per Person \$1M	Per Accident \$1M
Covering claims arising out of the ownership, operation,			
loading, unloading of owned, hired, leased, non-owned or			
borrowed private passenger and commercial vehicles.			
Additional Insured noted on certificate			
Waiver of Subrogation			
Workers Compensation & Employer's Liability	Part A:	Statutory Limits	Statutory
	Bodily Injury and Illness		Limits
Waiver of Subrogation Endorsement	to Employees	Per Employee	
		\$1,000,000	Aggregate
US Longshore & Harbor Workers Coverage (if	Part B:	\$1,000,000	\$1,000,000
applicable)	Bodily Injury By Accident:		\$1,000,000
	Bodily Injury By Disease:		



Umbrella/Excess Liability	Bodily Injury, Property Damage	Occurrence	Aggregate
Follow-form of the Commercial General Liability, Auto Liability, and Employer's Liability Coverage	Damage	\$5,000,000	\$5,000,000
No cross-suits or cross-liability exclusion			
Limit may be met by a combination of umbrella and excess liability policies, if needed.			

- Limits subject to internal project risk analysis
- Language shown is for demonstrative purposes only

Notable Policy Exclusions Commercial General Liability



Standard commercial insurance markets

Contractual Liability- "insured contract" exception	Expected / Intended Injury
Pollution	Workers' Compensation / Employer's Liability
Aircraft, Auto, Watercraft	Professional Services
Damage to Property- owned, rented, occupied, sell, loaned to you, in your care, custody, control	Electronic Data
Failure to Supply	Disclosure of Confidential Data
Employment Practices Liability	Asbestos
Nuclear Energy Liability	War
Silica	Mold

Notable Policy Exclusions Excess Liability



Mutuals

Watercraft/Aircraft- owned, or leased >30 days	Damage to Property- owned, occupied, rented, used by the Insured, in your care, custody, control
Failure to Supply- carve-back exception applies	Pollution- carve-back exceptions apply
Control of Well	Workers' Compensation
Fines/Penalties	Intentional Acts
Occurrence Prior to Retro Date	Nuclear Energy Liability
OFAC	Telephone Consumer Protection Act

Wildfire-sub-limit may apply

Notable Policy Exclusions Auto Liability



Standard commercial insurance markets

Expected or Intended Injury	Contractual Liability- "insured contract" exception
Workers' Compensation	Fellow Employee
Property- care, custody, control	Racing
Handling of Property	Pollution
War	Completed Operations

Notable Policy Exclusions Workers Compensation & Employer's Liability



Standard commercial insurance markets

Bodily Injury by Accident- must take place in policy period	Bodily Injury by Disease- must be caused / aggravated by employment
Liability Assumed Under a Contract	Punitive / Exemplary Damages
Intentional Caused or Aggravated by You	Bodily Injury While Outside the US or Canada- US citizen on temporary assignment exception
Employment Practices Liability	Subject to Federal WC Laws- ex. USL&H, FELA, Defense Base Act

Notable Policy Exclusions Property



Mutuals

Watercraft/Aircraft-	Electric Data, Programs or Software
Land, water (not enclosed)	Pollution- carve-back exceptions apply
Animals, timber or crops	Transmission & Distribution Systems
Property in Transit	Damage from Nuclear Reaction
Terrorism	Hostile or Warlike Actions
Employee Theft	Faulty Workmanship
Settling, Cracking, Shrinking, Bulging	Currency, notes, precious metals

Certificates of Insurance

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- "Snapshot" of coverages in place at the time the certificate is issued
 - Not a legally binding document
 - Endorsements are legally binding
 - Waiver of subrogation
 - Additional insured
 - Primary/non-contributory
 - Notice of cancellation
- There are insurance certificate tracking services and vendors available

Certificate of Insurance Demystifying the Form

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Sovereign Immunity



- Sovereign immunity is a statutory-common law hybrid
- Its existence is affirmed by statute but its definition is determined by the courts
- Interpretation is varied state by state and convoluted
- Exercise caution before assuming applicability of sovereign immunity



Sovereign Immunity



- <u>Proprietary functions</u> those performed for the benefit or profit of the municipality as a corporate entity.
- <u>Governmental functions</u> those performed for the common good.
- <u>Statutory Protections</u> state statues defining which entities are granted sovereign immunity.
- <u>Tort Caps</u> maximum liability exposure

Sovereign Immunity Waived



- Purchase of insurance
- Negligent operation of a motor vehicle
- Gross negligence
- Dangerous condition
- Operations outside your State
- Willfully wrong, malicious or corrupt conduct



How to Determine Appropriate Limits

Internal risk analysis

External resources

Types of operations Geographic location Discussion with subject matter experts Risk Tolerance Insurance brokers Benchmarking APPA Survey Collaboration with Public Power Peers

Public Power Peer Survey

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- AEGIS Public Power Peer Survey July 2018
- About 20 respondents
- Requested information about limits purchased, deductible, carriers, brokers used, premium changes, and any significant changes
- Summarized by property, casualty, D&O, fiduciary, workers' compensation, EPL, and cyber coverages



 Sharing summary information on limits and retention

 \circ Average

o Most common

 $_{\odot}$ High and low

 Common trends or points of interest

 Detailed information available (commodities and size)

Property Benchmarking Highlights

- Average
 - \circ \$800M limit
 - \circ \$1M deductible
- Most Common
 - o \$750M limit
 - \circ \$500K deductible

- Low
 - o \$10M limit
 - o \$100K deductible
- High
 - o \$7B limit
 - o \$2.5M deductible
- Slight increase in premiums overall 1.36%
- Many utilities received multi-year deals
- Some placements were direct (no broker)
- 7 placements with FM Global



Excess Liability Benchmarking Highlights

- Average
 - o \$60M limit
 - \circ \$1.7M deductible
- Most Common
 - \circ \$35M limit
 - \$1M or \$2M deductible

- Low
 - o \$5M limit
 - o \$10K deductible
- High
 - o \$175M limit
 - o \$5M deductible
- Small rate increase overall 3.5%
- Few increased limits this year
- Premium increase due to wildfire limit increase



Directors & Officers Benchmarking Highlights

• Average

o \$20M limit

 \circ \$500K deductible

- Most Common
 - \circ \$10M limit

 \circ \$250K deductible

• Low

- o \$5M limit
- o \$25K deductible

• High

- o \$75M limit
- o \$2M deductible
- Flat market with a few exceptions
- One large increase attributable to adding Side A coverage
- Some share coverage with municipality



Fiduciary Benchmarking Highlights

• Average

o \$15M limit

\$175K deductible

- Most Common
 - o \$20M limit

o \$25K deductible

• Low

- o \$1M limit
- o \$0 deductible

• High

o \$50M limit

- o \$1M deductible
- Slight reduction in rates about 3% overall
- Some moved carriers or combined with EPL
- Some share coverage with municipality



Employment Practices Liability Benchmarking Highlights

- Average
 - \circ \$45M limit
 - \circ \$1.5M deductible
- Most Common
 - \circ \$10M limit
 - \circ \$100K deductible

- Low
 - o \$3M limit
 - o \$25K deductible
- High
 - o \$140M limit
 - o \$5M deductible

- Flat market
- "Me Too" movement may impact claims in future
- Some include in their XS liability coverage



Workers' Compensation Benchmarking Highlights

- Average
 - \circ \$20M limit
 - \circ \$700K deductible
- Most Common
 - \circ \$1M limit
 - \circ \$500K deductible

- Low
 - o \$1M limit
 - o No deductible
- High
 - o \$60M limit
 - o \$2M deductible

- Relatively flat market
- Some carry statutory coverage
- One shares with municipality



Cyber Benchmarking Highlights

• Average

o \$16M limit

 \circ \$1.4M deductible

- Most Common
 - o \$5M limit

o \$50K deductible

• Low

- o \$1M limit
- o \$15K deductible

• High

- o \$75M limit
- o \$15M deductible

- Flat market
- 80% of respondents now carry cyber
- Renewals are experiencing large reductions in rates (double digit)
- Those with price increases expanded limits



APPA Benchmarking Highlights

- Survey conducted summer 2017 by Hometown Connections partner
- About 85 entities responded
- Analyzed by generators and non-generators
- Segmented by annual revenue
- General operations comparison
- Requested information about employee benefits
- Property, workers compensation and benefits are the areas most interested in being addressed by Hometown Connections Insurance Programs



Types of Analysis

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- Percentage of budget for P&C premium
- P&C insurance cost by unit of revenue or per 1000 customers
- Independent purchase or consolidated with parent organization
- Rates and deductibles for most coverages are captured by revenue size or MW installed

Findings



- Only half of respondents purchase terrorism insurance
- 80% of generators and 91% of non-generators buy auto insurance
- 60% of generators and 69% of non-generators purchase GL (primary) insurance
- 57% of generators and 44% of non-generators acquire excess liability
- About 35% of respondents do NOT buy cyber coverage
- Between 10-15% do NOT buy Public Officials Liability
- Life Insurance, long-term disability, vision, and critical illness are the most common employee benefits purchased





Uninsured risks Self-insured risks Finance higher retentions Periodic review of adequacy



Loss control and risk assessment resources

Networking within industry and with risk
 management peers

Questions?



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