

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA



2016-2017 FINAL BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

SEPTEMBER 14, 2016

SARASOTA COUNTY SCHOOL BOARD

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OVERVIEW OF SELF-INSURANCE FUND

WHAT IS THE 2016-2017 SELF-INSURANCE FUND BUDGET?

The self-insurance fund budget is established to provide an allowance to pay for anticipated losses resulting from work related injuries and third party tort liability claims.

Effective January 1, 2016 group health was added to the self insurance fund.

The District made the decision to budget for these contingencies and keep the funds under the control of the District, rather than to prepay its losses by purchasing commercial insurance policies. The District's assumption of the risk of losses on these claims is balanced by the ability of the District to increase investment income and exercise greater management control over the disbursements of funds.

The Self-Insurance Fund budget is summarized as follows:

<u>SOURCES</u>	
Beginning Net Position	\$ 21,866,550
Revenue for Services Provided to Other Funds	\$ 55,277,249
Revenue from the Investment of Funds	\$ 141,444
Transfers In	<u>\$ 577,910</u>
	<u>\$ 77,863,153</u>
<u>USES</u>	
Salaries	\$ 223,522
Fringe Benefits	\$ 79,160
Workers' Compensation Expenses	\$ 2,860,278
General Liability Expenses	\$ 927,489
Benefit Administration Expenses	\$ 52,150
Dental Plan Expenses	\$ 2,633,111
Automobile Liability Expenses	\$ 350,738
Group Health Insurance Expenses	\$ 49,777,241
Transfers Out	\$ -
Ending Net Position	<u>\$ 20,959,464</u>
TOTAL Budget	<u>\$ 77,863,153</u>

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

2016 - 2017 BUDGET

**INTERNAL SERVICE FUND (SELF-INSURANCE FUND)
TRUST AND AGENCY FUNDS**

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THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

**2016 - 2017 BUDGET
INTERNAL SERVICE FUND (SELF-INSURANCE FUND)
TRUST AND AGENCY FUNDS**

PREFACE

Internal Service Fund

The District's only Internal Service Fund, the Self-Insurance Fund, was established by the School Board of Sarasota County on July 1, 1985 for the purpose of funding its workers' compensation liabilities. On January 16, 1987 the School Board of Sarasota County elected to self-fund its general liability exposure as well. The board established its Risk Management office on July 1, 1987 to administer the Self-Insurance Fund, its purchased insurance programs for both District claims and employee benefits, and coordination of retirement services. On July 1, 1995 the Self-Insurance Fund was expanded to include the automobile/transportation liability program and the dental plan.

On January 1, 2016 the Self-Insurance was expanded to include the group health insurance plan. The projected group health insurance for 2015-16 represents a half year. The budget for the 2016-17 represents a full year. Being the 2016-17 will be the first full year of operations, the budget will be monitored very closely during the year.

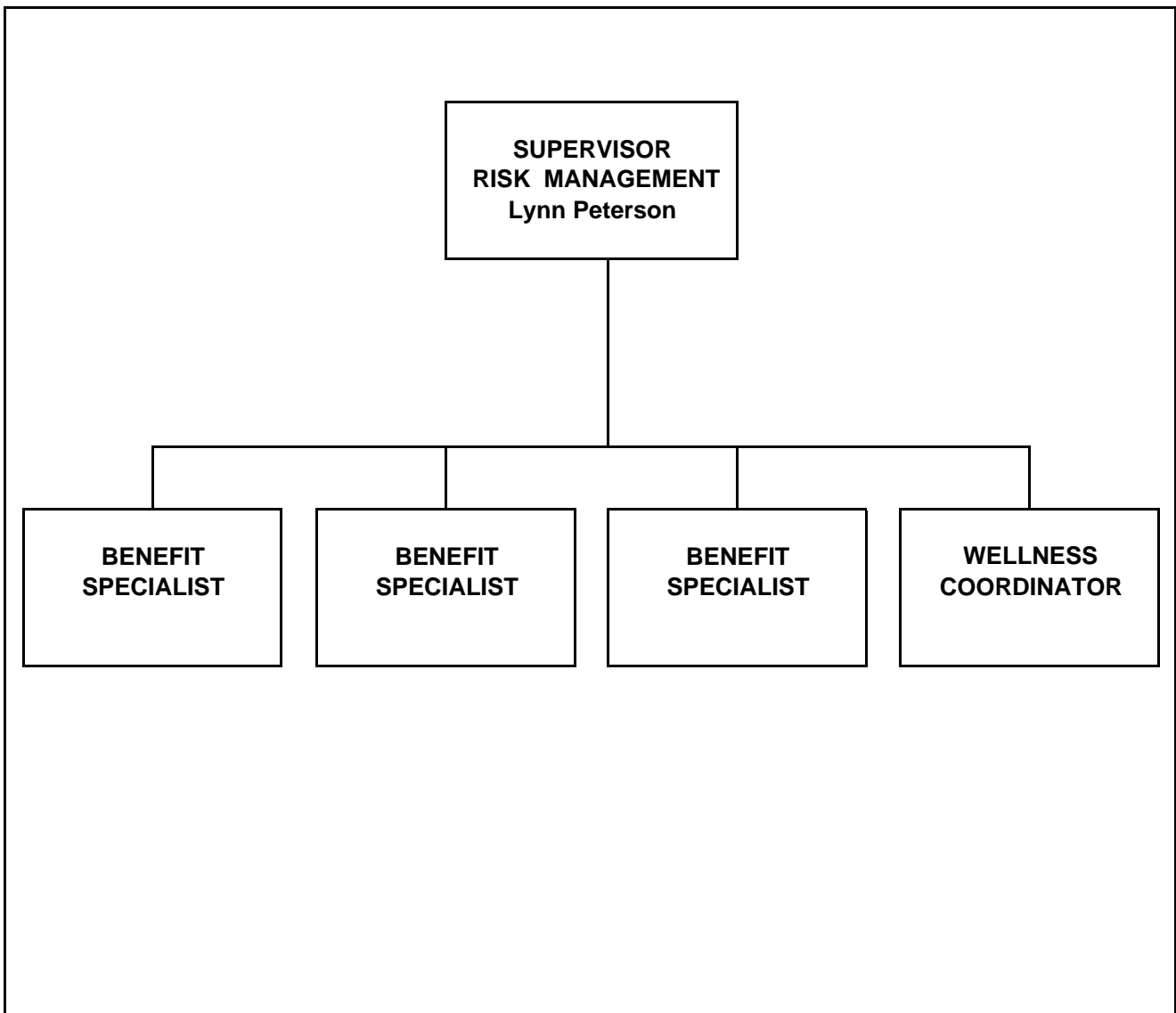
Trust and Agency Funds

The District's Trust and Agency Funds are composed of Student Activity Funds at each school. The district does not require the Student Activity Funds to establish budgets. The Student Activity Funds Budget is an estimate based upon prior revenues and expenditures and is for informational purposes only.

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

2016 - 2017 BUDGET

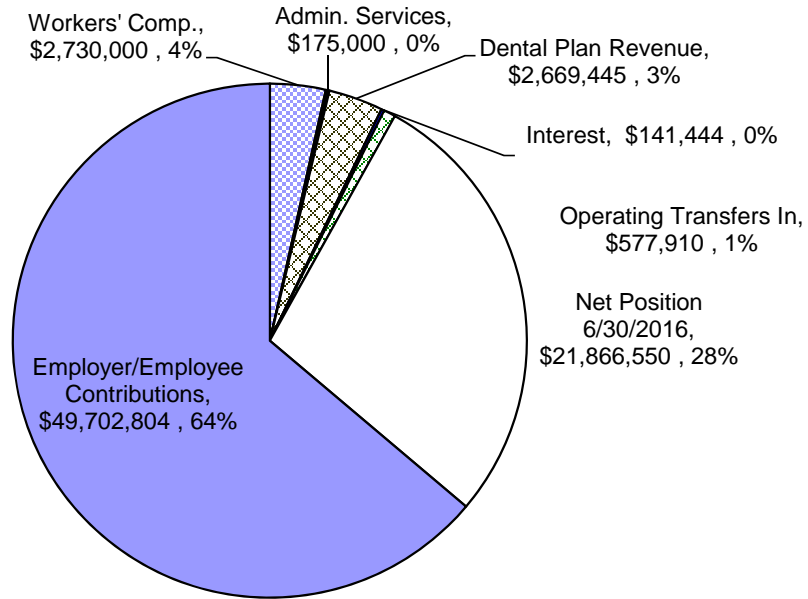
RISK MANAGEMENT OFFICE ORGANIZATION CHART



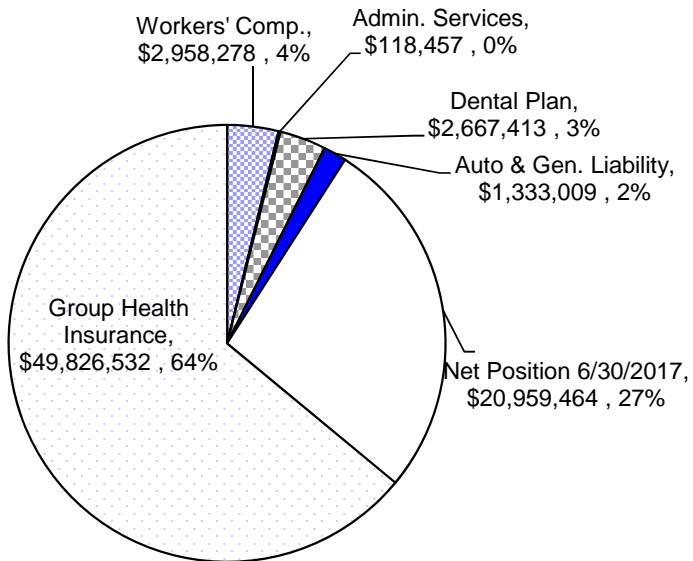
THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Self Insurance Fund Budget 2016-2017

Total Available Resources \$77,863,153



Total Appropriations \$77,863,153



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Self Insurance Final 2016-2017

Consolidated Statement for all Self Insurance Funds

Comparative Statement of Estimated Revenues, Appropriations, and

Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	<u>2014-2015 Actual</u>	<u>2015-2016 Budget</u>	<u>2015-2016 Unaudited Actual</u>	<u>2016-2017 Original Budget</u>	<u>2016-2017 Change</u>
<u>Revenues for Services Provided to Other Funds</u>					
Workers' Compensation Services	\$ 2,541,839	\$ 2,600,000	\$ 2,320,621	\$ 2,730,000	\$ 409,379
Workers' Comp. Prior Yr. Refund	285,730	-	-	-	-
Gen'l Liab. Other Operating Revenue	-	-	-	-	-
Benefit Administration Services	204,872	175,000	179,969	175,000	(4,969)
Benefit Admin. Miscellaneous Income	-	-	-	-	-
Dental Plan Services	2,425,725	2,350,000	2,347,541	2,669,445	321,904
Auto Liab. Other Operating Revenue	-	-	-	-	-
Group Health Employer Contributions	-	20,418,070	19,398,611	40,682,863	21,284,252
Group Health Employee Contributions	-	2,845,596	4,295,210	9,019,941	4,724,731
Interest on Investments	130,631	47,450	233,992	141,444	(92,548)
Net Inc. (Dec.) - Fair Value Invest.	(3,513)	-	65,972	-	(65,972)
Total Revenues	5,585,284	28,436,116	28,841,916	55,418,693	26,576,777
<u>Appropriations By Object</u>					
Salaries	203,786	275,956	207,727	223,522	15,795
Employee Benefits	68,158	104,205	83,964	79,160	(4,804)
Total Salaries & Benefits	271,944	380,161	291,691	302,682	10,991
Workers' Compensation Expenses					
F.D.L. Self Insurance Fee	66,126	67,533	67,533	70,910	3,377
Third Party Administrator Fee	206,000	212,000	212,000	325,000	113,000
Excess W. C. Insurance	182,855	179,609	165,526	162,984	(2,542)
Actuary's Fee	9,250	9,250	9,250	9,713	463
Travel	287	1,000	1,195	1,050	(145)
Repairs and Maintenance	143	800	-	840	840
Rentals	134	1,512	-	1,588	1,588
Other Purchased Services	-	-	9,001	-	(9,001)
Materials and Supplies	209	200	684	1,005	321
Negotiated Line of Duty Pay	93,091	96,795	98,861	101,635	2,774
Claims Paid To Date	1,844,067	3,200,000	2,694,651	2,184,503	(510,148)
Other Expenses	159	1,000	1,032	1,052	20
Total Workers' Compensation Expenses	2,402,321	3,769,699	3,259,733	2,860,278	(399,452)
General Liability Expenses					
Claims Administration	13,572	26,100	17,381	27,405	10,024
Student Athletic Catastrophic Ins.	12,351	11,305	11,305	11,305	-
Claims Paid To Date	101,527	28,651	564,239	426,500	(137,739)
Claims Incurred But Not Yet Paid	-	462,279	-	462,279	462,279
Total General Liability Expense	127,450	528,335	592,925	927,489	334,564

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
Consolidated Statement for all Self Insurance Funds
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
Dental Fund Expenses					
Claims Administration	199,567	205,000	207,803	210,000	2,197
Claims Paid To Date	<u>2,194,060</u>	<u>2,100,000</u>	<u>2,336,079</u>	<u>2,423,111</u>	<u>87,032</u>
Total Dental Fund Expenses	<u>2,393,627</u>	<u>2,305,000</u>	<u>2,543,882</u>	<u>2,633,111</u>	<u>89,229</u>
Benefit Administration Expenses					
Administrative Fee (FSA)	17,336	22,800	12,156	23,940	11,784
Consultant's Fee	27,042	26,867	26,471	28,210	1,738
Other Expenses	-	-	11	-	(11)
Total Benefit Administration Expenses	<u>44,378</u>	<u>49,667</u>	<u>38,638</u>	<u>52,150</u>	<u>13,511</u>
Automobile Liability Expenses					
Claims Administration	6,601	11,124	1,904	6,000	4,096
Claims Paid To Date	110,555	85,322	36,103	89,588	53,485
Claims Incurred but not yet paid	-	243,000	-	255,150	255,150
Capitalized Hardware	-	-	-	-	-
Total Automobile Liability Expenses	<u>117,156</u>	<u>339,446</u>	<u>38,007</u>	<u>350,738</u>	<u>312,731</u>
Group Health Insurance Expenses					
Claims Paid with individual stop loss	-	18,582,400	20,590,851	45,673,740	25,082,889
Claims Incurred but not yet paid	-	3,167,000	-	-	-
Administration Services	-	1,247,550	1,109,665	2,317,266	1,207,601
Fees Affordable Health Care Act	-	7,650	-	222,075	222,075
Transitional Reinsurance Fee	-	98,100	-	-	-
Individual stop loss insurance	-	601,600	294,139	1,564,160	1,270,021
Total Group Health Insurance Expenses	<u>-</u>	<u>23,704,300</u>	<u>21,994,655</u>	<u>49,777,241</u>	<u>27,782,586</u>
Total Appropriations By Object	<u>5,356,876</u>	<u>31,076,608</u>	<u>28,759,531</u>	<u>56,903,689</u>	<u>28,144,160</u>
Transfers					
Operating Transfers In	<u>550,279</u>	<u>7,382,499</u>	<u>7,390,877</u>	<u>577,910</u>	<u>(6,812,967)</u>
Excess (Deficiency) of Revenues Over (Under) Appropriations	778,687	4,742,007	7,473,262	(907,086)	(8,380,348)
Net Position, Beginning Balance	<u>13,614,601</u>	<u>14,393,288</u>	<u>14,393,288</u>	<u>21,866,550</u>	<u>7,473,262</u>
Net Position, Ending Balance	<u>\$ 14,393,288</u>	<u>\$ 19,135,296</u>	<u>\$ 21,866,550</u>	<u>\$ 20,959,464</u>	<u>\$ (907,086)</u>

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
Workers' Compensation Fund
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
<u>Revenues for Services Provided to Other Funds</u>					
Workers' Compensation Services	\$ 2,541,839	\$ 2,600,000	\$2,320,621	\$ 2,730,000	\$ 409,379
Prior Yr W/C Expense Recovery	285,730	-	-	-	-
Interest on Investments	80,360	25,000	118,060	25,000	(93,060)
Net Inc. (Dec.) - Fair Value Invest.	(1,429)	-	43,931	-	(43,931)
Total Revenues	2,906,501	2,625,000	2,482,612	2,755,000	272,388
<u>Appropriations By Object</u>					
Salaries	68,325	72,000	51,415	72,000	20,585
Employee Benefits	23,982	26,000	33,954	26,000	(7,954)
Total Salaries & Benefits	92,307	98,000	85,369	98,000	12,631
Workers' Compensation Expenses					
F.D.L. Self Insurance Fee	66,126	67,533	67,533	70,910	3,377
Third Party Administrator Fee	206,000	212,000	212,000	325,000	113,000
Excess Coverage Premium	182,855	179,609	165,526	162,984	(2,542)
Actuary Fee	9,250	9,250	9,250	9,713	463
Travel	287	1,000	1,195	1,050	(145)
Repairs and Maintenance	143	800	-	840	840
Rentals	134	1,512	-	1,588	1,588
Other Purchased Services	-	-	9,001	-	(9,001)
Materials and Supplies	209	200	684	1,005	321
Negotiated Line of Duty Pay	93,091	96,795	98,861	101,635	2,774
Claims Paid To Date	1,844,067	3,200,000	2,694,651	2,184,503	(510,148)
Other Expenses	159	1,000	1,032	1,052	20
Total Workers' Compensation Expenses	2,402,322	3,769,699	3,259,733	2,860,278	(399,452)
Total Appropriations By Object	2,494,629	3,867,699	3,345,102	2,958,278	(386,821)
Excess (Deficiency) of Revenues Over (Under) Appropriations	411,872	(1,242,699)	(862,490)	(203,278)	659,212
Net Position, Beginning Balance	5,540,073	5,951,945	5,951,945	5,089,455	(862,490)
Net Position, Ending Balance	\$ 5,951,945	\$ 4,709,246	\$ 5,089,455	\$ 4,886,177	\$ (203,278)

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
General Liability Fund
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
<u>Revenues for Services Provided to Other Funds</u>					
Interest on Investments	\$ 23,596	\$ 11,000	31,171	\$ 11,000	\$ (20,171)
Net Inc. (Dec.) - Fair Value Invest.	-		11,020	-	(11,020)
Total Revenues	23,596	11,000	42,191	11,000	(31,191)
<u>Appropriations By Object</u>					
Salaries	36,633	40,000	19,738	20,330	592
Employee Benefits	11,054	16,000	6,856	7,061	205
Total Salaries & Benefits	47,687	56,000	26,594	27,391	797
General Liability Expenses					
Claims Administration	13,572	26,100	17,381	27,405	10,024
Student Athletic Catastrophic Ins./FPL	12,351	11,305	11,305	11,305	-
Claims Paid To Date	101,527	28,651	564,239	426,500	(137,739)
Claims Incurred but not yet paid	-	462,279	-	462,279	462,279
Total General Liability Expense	127,450	528,335	592,925	927,489	334,564
Total Appropriations By Object	175,137	584,335	619,519	954,880	335,362
Transfers					
Operating Transfers In	279,490	298,406	279,504	298,406	18,902
Excess (Deficiency) of Revenues Over (Under) Appropriations	127,949	(274,929)	(297,824)	(645,474)	(347,650)
					-
Net Position, Beginning Balance	3,431,752	3,559,701	3,559,701	3,261,877	(297,824)
Net Position, Ending Balance	\$ 3,559,701	\$ 3,284,773	\$ 3,261,877	\$ 2,616,403	\$ (645,474)

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

Self Insurance Final 2016-2017

Dental Insurance Fund

Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
<u>Revenues for Services Provided to Other Funds</u>					
Dental Plan Services	\$ 2,425,725	\$ 2,350,000	\$ 2,347,541	\$ 2,669,445	\$ 321,904
Interest on Investments	7,336	3,000	5,983	3,000	(2,983)
Net Inc. (Dec.) - Fair Value Invest.	(5,104)	-	-	-	-
Total Revenues	2,427,957	2,353,000	2,353,524	2,672,445	318,921
<u>Appropriations By Object</u>					
Salaries	-	24,413	29,349	25,145	(4,204)
Employee Benefits	-	8,890	8,197	9,157	960
Total Salaries & Benefits	-	33,303	37,546	34,302	(3,244)
Dental Fund Expenses					
Claims Administration	199,567	205,000	207,803	210,000	2,197
Dental Claims	2,194,060	2,100,000	2,336,079	2,423,111	87,032
Total Dental Fund Expenses	2,393,627	2,305,000	2,543,882	2,633,111	89,229
Total Appropriations By Object	2,393,627	2,338,303	2,581,428	2,667,413	89,229
Excess (Deficiency) of Revenues Over (Under) Appropriations	34,330	14,697	(227,904)	5,032	232,936
Net Position, Beginning Balance	1,676,488	1,710,818	1,710,818	1,482,914	(227,904)
Net Position, Ending Balance	\$ 1,710,818	\$ 1,725,515	\$ 1,482,914	\$ 1,487,946	\$ 5,032

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
Benefit Self Administration
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	<u>2014-2015 Actual</u>	<u>2015-2016 Budget</u>	<u>2015-2016 Unaudited Actual</u>	<u>2016-2017 Original Budget</u>	<u>2016-2017 Change</u>
<u>Revenues for Services Provided to Other Funds</u>					
Benefit Administration Services	\$ 204,872	\$ 175,000	\$ 179,969	\$ 175,000	\$ (4,969)
Interest on Investments	3,094	1,450	2,849	1,450	(1,399)
Net Inc. (Dec.) - Fair Value Invest.	(2,112)	-	-	-	-
Total Revenues	<u>205,854</u>	<u>176,450</u>	<u>182,818</u>	<u>176,450</u>	<u>(6,368)</u>
<u>Appropriations By Object</u>					
Salaries	62,195	64,000	47,678	49,108	1,430
Employee Benefits	22,075	25,000	16,697	17,198	501
Total Salaries & Benefits	<u>84,270</u>	<u>89,000</u>	<u>64,375</u>	<u>66,306</u>	<u>1,931</u>
Benefit Administration Expenses					
Administrative Fee	17,336	22,800	12,156	23,940	11,784
Consultant's Fee	27,042	26,867	26,471	28,210	1,738
Other Expenses	-	-	11	-	(11)
Total Benefit Administration Expenses	<u>44,378</u>	<u>49,667</u>	<u>38,638</u>	<u>52,150</u>	<u>13,511</u>
Total Appropriations By Object	<u>128,648</u>	<u>138,667</u>	<u>103,013</u>	<u>118,457</u>	<u>15,443</u>
Excess (Deficiency) of Revenues Over (Under) Appropriations	77,206	37,783	79,805	57,993	(21,812)
Net Position, Beginning Balance	<u>531,715</u>	<u>608,921</u>	<u>608,921</u>	<u>688,726</u>	<u>79,805</u>
Net Position, Ending Balance	<u>\$ 608,921</u>	<u>\$ 646,704</u>	<u>\$ 688,726</u>	<u>\$ 746,720</u>	<u>\$ 57,993</u>

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
Automobile Liability Fund
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
<u>Revenues for Services Provided to Other Funds</u>					
Interest on Investments	\$ 16,245	\$ 7,000	\$ 31,170	\$ 7,000	\$ (24,170)
Net Inc. (Dec.) - Fair Value Invest.	5,132	-	11,021	-	(11,021)
Total Revenues	21,377	7,000	42,191	7,000	(35,191)
<u>Appropriations By Object</u>					
Salaries	36,633	40,000	19,737	20,330	593
Employee Benefits	11,047	16,000	6,855	7,061	206
Total Salaries & Benefits	47,680	56,000	26,592	27,391	799
Automobile Liability Expenses					
Claims Administration	6,601	11,124	\$1,904	6,000	4,096
Claims Paid To Date	110,555	85,322	36,103	89,588	53,485
Claims Incurred but not yet paid	-	243,000	-	255,150	255,150
Total Automobile Liability Expenses	117,156	339,446	38,007	350,738	312,731
Total Appropriations By Object	164,836	395,446	64,599	378,129	313,530
Transfers					
Operating Transfers In	270,789	279,504	298,406	279,504	(18,902)
Excess (Deficiency) of Revenues Over (Under) Appropriations	127,330	(108,942)	275,998	(91,625)	(367,623)
Net Position, Beginning Balance	2,434,573	2,561,903	2,561,903	2,837,901	275,998
Net Position, Ending Balance	\$ 2,561,903	\$ 2,452,961	\$ 2,837,901	\$ 2,746,276	\$ (91,625)

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
Self Insurance Final 2016-2017
Group Insurance Fund
Comparative Statement of Estimated Revenues, Appropriations, and
Changes in Retained Earnings / Fund Balance For Fiscal Years 2014-2015 through 2016-2017

	2014-2015 Actual	2015-2016 Budget	2015-2016 Unaudited Actual	2016-2017 Original Budget	2016-2017 Change
<u>Revenues for Services Provided to Other Funds</u>					
Employer Contributions	\$ -	\$ 20,418,070	\$ 19,398,611	\$ 40,682,863	\$ 21,284,252
Employee Contributions	-	2,845,596	4,295,210	9,019,941	4,724,731
Interest on Investments	-	-	44,759	93,994	49,235
Total Revenues	-	23,263,666	23,738,580	49,796,798	26,058,218
<u>Appropriations By Object</u>					
Salaries	-	35,543	39,810	36,608	(3,203)
Employee Benefits	-	12,314	11,405	12,683	1,277
Total Salaries & Benefits	-	47,858	51,215	49,291	(1,925)
Group Health Insurance Expenses					
Medical Claims Paid to Date	-	18,582,400	20,590,851	45,673,740	25,082,889
Claims Incurred but not yet paid	-	3,167,000	-	-	-
Administration Services	-	1,247,550	1,109,665	2,317,266	1,207,601
Other Expenses	-	7,650	-	222,075	222,075
Stop Loss Insurance Premiums	-	601,600	294,139	1,564,160	1,270,021
Total Group Health Insurance Expenses	-	23,704,300	21,994,655	49,777,241	27,782,586
Total Appropriations By Object	-	23,752,158	22,045,870	49,826,532	27,782,586
Transfers					
Operating Transfers In	-	6,804,589	6,812,967	-	(6,812,967)
Excess (Deficiency) of Revenues Over (Under) Appropriations	-	6,316,097	8,505,677	(29,735)	(8,535,411)
Net Position, Beginning Balance	-	-	-	8,505,677	8,505,677
Net Position, Ending Balance	\$ -	\$ 6,316,097	\$ 8,505,677	\$ 8,475,942	\$ (29,735)

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

2016 - 2017 BUDGET

STUDENT ACTIVITY FUNDS BUDGET

Beginning Fund Balance	\$ 7,896,683
Revenues	12,952,205
Appropriations	<u>12,689,332</u>
Ending Fund Balance	\$ <u><u>8,159,556</u></u>