

2018-2019 TENTATIVE BUDGET INTERNAL SERVICE FUND (SELF-INSURANCE FUND) TRUST AND AGENCY FUNDS

July 24, 2018

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OVERVIEW OF SELF-INSURANCE FUND

WHAT IS THE 2018-2019 SELF-INSURANCE FUND BUDGET?

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

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:

Sources	
Beginning Net Position	\$ 37,176,699
Revenue for Services Provided to Other Funds	\$ 55,542,689
Revenue from the Investment of Funds	\$ 229,486
Transfers In	\$ -
	\$ 92,948,874
<u>USES</u>	
Salaries	\$ 297,078
Fringe Benefits	\$ 88,048
Workers' Compensation Expenses	\$ 3,723,810
General Liability Expenses	\$ 533,800
Automobile Liability Expenses	\$ 193,688
Dental Plan Expenses	\$ 2,928,000
Benefit Administration Expenses	\$ 42,927
Group Health Insurance Expenses	\$ 50,220,294
Ending Net Position	\$ 34,921,229
TOTAL Budget	\$ 92,948,874

2018 - 2019 BUDGET

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

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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.

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.

2018 - 2019 BUDGET

RISK MANAGEMENT OFFICE ORGANIZATION CHART



THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA Self Insurance Fund Budget 2018-2019





Self Insurance Tentative 2018-2019

Consolidated Statement for all Self Insurance Funds

Comparative Statement of Estimated Revenues, Appropriations, and

Changes in Retained Earnings / Fund Balance For Fiscal Years 2016-2017 through 2018-2019

Fund Balance For The Fiscal Years 2016-2017 through 2018-2019

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided					
to Other Funds					
Workers' Compensation Services	\$ 2,794,348	\$ 2,866,500	\$2,666,153	\$ 286,000	\$ (2,380,153)
Workers' Comp. Prior Yr. Refund	-	-	-	-	-
Gen'l Liab. Other Operating Revenue	-	-	-	-	-
Benefit Administration Services	203,673	175,000	188,360	175,000	(13,360)
Benefit Admin. Miscellaneous Income	-	-	-	-	-
Dental Plan Services	2,866,666	2,866,666	2,723,016	2,866,666	143,650
Auto Liab. Other Operating Revenue	-	-	-	-	-
Group Health Employer Contributions	39,376,188	42,717,006	41,689,003	42,717,006	1,028,003
Group Health Employee Contributions	9,045,730	9,498,017	8,975,610	9,498,017	522,407
Group Health Other Oper. Revenue	1,192,655	-	994,448	-	(994,448)
Interest on Investments	404,067	229,486	551,547	229,486	(322,061)
Net Inc. (Dec.) - Fair Value Invest.	(142,744)	-	66,476	-	(66,476)
Total Revenues	55,740,583	58,352,675	57,854,614	55,772,175	(2,082,439)
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Appropriations By Object					
Salaries	217,949	348,594	286,341	297,078	10,737
Employee Benefits	70,928	113,951	85,153	88,048	2,895
Total Salaries & Benefits	288,877	462,545	371,494	385,126	13,632
Workers' Compensation Expenses					
F.D.L. Self Insurance Fee	57,489	76,651	80,445	76,651	(3,794)
Third Party Administrator Fee	325,000	325,000	354,545	350,000	(4,545)
Excess W. C. Insurance	165,747	168,000	168,000	168,000	-
Actuary's Fee	9,250	9,250	9,250	9,250	-
Travel	204	292	292	292	-
Repairs and Maintenance	-	-	-	-	-
Rentals	-	-	-	-	-
Other Purchased Services	9,000	9,000	9,000	9,300	300
Materials and Supplies	466	437	437	437	-
Negotiated Line of Duty Pay	97,213	73,044	73,044	73,044	-
Claims Paid To Date	2,214,119	3,036,836	2,228,152	3,036,836	808,684
Other Expenses	2,328	-	-	-	-
Total Workers' Compensation Expenses	2,880,816	3,698,510	2,923,165	3,723,810	800,645
General Liability Expenses					
Claims Administration	19,632	17,500	7,512	17,500	9,988
Student Athletic Catastrophic Ins.	12,492	11,000	11,000	11,300	300
Claims Paid To Date	518,385	505,000	518,385	505,000	(13,385)
Claims Faid To Date Claims Incurred But Not Yet Paid	510,505	000,000	510,505	505,000	(10,000)
Total General Liability Expense	550,509	533,500	536,897	533,800	(3,097)
Total Contra Elability Expense	000,000	000,000	000,001		(0,007)

Self Insurance Tentative 2018-2019

Consolidated Statement for all Self Insurance Funds

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Automobile Liability Expenses					
Claims Administration	9,097	10,000	10,098	12,000	903
Claims Paid To Date	269,194	181,688	108,274	181,688	(0)
Claims Incurred but not yet paid	-	-	-	-	-
Capitalized Hardware			-	-	
Total Automobile Liability Expenses	278,291	191,688	118,372	193,688	903
Dental Fund Expenses					
Claims Administration	213,135	217,500	225,113	228,000	2,887
Claims Paid To Date	2,424,495	2,600,000	2,579,720	2,700,000	120,280
Total Dental Fund Expenses	2,637,630	2,817,500	2,804,833	2,928,000	123,167
Benefit Administration Expenses					
Administrative Fee (FSA)	12,515	12,156	16,468	12,156	(4,312)
Consultant's Fee	21,061	26,471	19,253	26,471	7,217
Materials and Supplies	3,761	4,000	3,242	4,000	758
Other Expenses	300	300	300	300	-
Total Benefit Administration Expenses	37,637	42,927	39,264	42,927	3,662
Group Health Insurance Expenses					
Claims Paid with individual stop loss	41,096,304	45,000,000	38,741,227	47,000,000	8,258,773
Claims Incurred but not yet paid	-	-	-	-	-
Administration Services	2,204,352	2,336,794	2,282,332	2,336,794	54,462
Fees Affordable Health Care Act	161,217	175,000	17,584	75,000	57,416
Transitional Reinsurance Fee	-	-	-	-	-
Individual stop loss insurance	667,770	808,500	776,415	808,500	32,085
Total Group Health Insurance Expenses	44,129,643	48,320,294	41,817,558	50,220,294	8,402,736
Total Appropriations By Object	50,803,403	56,066,964	48,611,583	58,027,645	9,341,648
Transfers					
Operating Transfers In	577,910	577,910	577,910		(577,910)
Total Operating Transfers In (Out)	577,910	577,910	577,910		(577,910)
Excess (Deficiency) of Revenues Over (Under) Appropriations	5,515,090	2,863,621	9,820,941	(2,255,470)	(12,076,411)
Net Position, Beginning Balance	21,866,550	27,381,640	27,381,640	37,176,699	9,795,059
Net Position, Ending Balance	\$ 27,381,640	\$ 30,245,261	\$ 37,202,581	\$ 34,921,229	\$ (2,281,352)

Self Insurance Tentative 2018-2019

Workers' Compensation Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided					
to Other Funds					
Workers' Compensation Services Prior Yr W/C Expense Recovery	\$ 2,794,348 -	\$ 2,866,500 -	\$ 2,666,153 -	\$ 286,000	\$ (2,380,153) -
Interest on Investments	139,039	25,000	133,299	25,000	(108,299)
Net Inc. (Dec.) - Fair Value Invest.	(95,088)		44,283	-	(44,283)
Total Revenues	2,838,299	2,891,500	2,843,735	311,000	(2,532,735)
Appropriations By Object					
Salaries	46,532	79,246	67,211	69,731	2,520
Employee Benefits	14,859	26,944	21,195	21,915	720
Total Salaries & Benefits	61,391	106,190	88,406	91,646	3,240
Workers' Compensation Expenses					
F.D.L. Self Insurance Fee	57,489	76,651	80,445	76,651	(3,794)
Third Party Administrator Fee	325,000	325,000	354,545	350,000	(4,545)
Excess Coverage Premium	165,747	168,000	168,000	168,000	-
Actuary Fee	9,250	9,250	9,250	9,250	-
Travel	204	292	292	292	-
Repairs and Maintenance	-				-
Rentals	-	-	-		-
Other Purchased Services	9,000	9,000	9,000	9,300	300
Materials and Supplies	466	437	437	437	-
Negotiated Line of Duty Pay	97,213	73,044	73,044	73,044	-
Claims Paid To Date	2,214,119	3,036,836	2,228,152	3,036,836	808,684
Other Expenses	2,328	-	_,,	0,000,000	-
Total Workers' Compensation Expenses	2,880,816	3,698,510	2,923,165	3,723,810	800,648
Total Appropriations By Object	2,942,207	3,804,700	3,011,571	3,815,456	803,888
Excess (Deficiency) of Revenues Over					
(Under) Appropriations	(103,908)	(913,200)	(167,836)	(3,504,456)	(3,336,620)
Net Position, Beginning Balance	5,089,455	4,985,547	4,985,547	4,817,711	(167,836)
Net Position, Ending Balance	\$ 4,985,547	\$ 4,072,347	\$ 4,817,711	\$ 1,313,255	\$ (3,504,456)

Self Insurance Tentative 2018-2019 General Liability Fund Comparative Statement of Estimated Revenues, Appropriations, and Changes in Retained Earnings / Fund Balance For Fiscal Years 2016-2017 through 2018-2019

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
<u>Revenues for Services Provided</u> to Other Funds					
Interest on Investments Net Inc. (Dec.) - Fair Value Invest.	\$ 36,241 (23,828)	\$ 11,000	\$ 40,483 11,097	\$ 11,000	\$ (29,483) (11,097)
Total Revenues	12,413	11,000	51,580	11,000	(40,580)
Appropriations By Object					
Salaries	12,725	26,230	19,071	19,786	715
Employee Benefits	3,463	8,909	2,624	2,713	89
Total Salaries & Benefits	16,188	35,139	21,695	22,499	804
General Liability Expenses					
Claims Administration	19,632	17,500	7,512	17,500	9,988
Student Athletic Catastrophic Ins./FPL	12,492	11,000	11,000	11,300	300
Claims Expense	518,385	505,000	518,385	505,000	(13,385)
Total General Liability Expense	550,509	533,500	536,897	533,800	(3,097)
Total Appropriations By Object	566,697	568,639	558,593	556,299	(2,293)
Transfers					
Operating Transfers In	298,406	298,406	298,406		(298,406)
Excess (Deficiency) of Revenues Over					
(Under) Appropriations	(255,878)	(259,233)	(208,606)	(545,299)	(336,693)
Net Position, Beginning Balance	3,261,879	3,006,001	3,006,001	2,797,395	- (208,606)
Net Position, Ending Balance	\$ 3,006,001	\$ 2,746,768	\$ 2,797,395	\$ 2,252,096	\$ (545,299)

Self Insurance Tentative 2018-2019 Automobile Liability Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided			i		
to Other Funds					
Interest on Investments	\$ 36,240	\$ 7,000	\$ 40,484	\$ 7,000	\$ (33,484)
Net Inc. (Dec.) - Fair Value Invest.	(23,828)		11,097		(11,097)
Total Revenues	12,412	7,000	51,581	7,000	(44,581)
Appropriations By Object					
Salaries	12,725	39,623	19,071	19,786	715
Employee Benefits	3,462	8,909	2,624	2,713	89
Total Salaries & Benefits	16,187	48,532	21,694	22,499	805
Automobile Liability Expenses					
Claims Administration	9,097	10,000	10,098	12,000	1,902
Claims Paid To Date Claims Incurred but not yet paid	269,194	181,688	108,274	181,688	73,414
Total Automobile Liability Expenses	278,291	191.688	118,372	193.688	75,316
2					
Total Appropriations By Object	294,478	240,220	140,066	216,187	76,121
Transfers					
Operating Transfers In	279,504	279,504	279,504		(279,504)
Excess (Deficiency) of Revenues Over					
(Under) Appropriations	(2,562)	46,284	191,019	(209,187)	(400,206)
Net Position, Beginning Balance	2,837,899	2,835,337	2,835,337	3,026,356	191,019
Net Position, Ending Balance	\$ 2,835,337	\$ 2,881,621	\$ 3,026,356	\$ 2,817,169	\$ (209,187)

Self Insurance Tentative 2018-2019

Dental Insurance Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected	2018-2019 Budget	2018-2019 Change
Revenues for Services Provided					
to Other Funds					
Dental Plan Services	\$ 2,866,666	\$ 2,866,666	\$ 2,723,016	\$ 2,866,666	\$ 143,650
Interest on Investments	12,431	3,000	20,445	3,000	(17,445)
Net Inc. (Dec.) - Fair Value Invest.	-	-	-	-	-
Total Revenues	2,879,097	2,869,666	2,743,461	2,869,666	126,205
Appropriations By Object					
Salaries	43,371	57,134	49,071	50,912	1,841
Employee Benefits	15,625	19,426	16,691	17,259	568
Total Salaries & Benefits	58,996	76,560	65,763	68,171	2,408
Dental Fund Expenses					
Claims Administration	213,135	217,500	225,113	228,000	2,887
Dental Claims	2,424,495	2,600,000	2,579,720	2,700,000	120,280
Total Dental Fund Expenses	2,637,630	2,817,500	2,804,833	2,928,000	123,167
Total Appropriations By Object	2,696,626	2,894,060	2,870,595	2,996,171	123,167
Excess (Deficiency) of Revenues Over					
(Under) Appropriations	182,471	(24,394)	(127,134)	(126,505)	629
Net Position, Beginning Balance	1,482,914	1,665,385	1,665,385	1,538,251	(127,134)
Net Position, Ending Balance	\$ 1,665,385	\$ 1,640,991	\$ 1,538,251	\$ 1,411,746	\$ (126,505)

Self Insurance Tentative 2018-2019 Benefit Self Administration

	_	016-2017 Actual	2017-2018 Budget		2017-2018 Projected		2018-2019 Budget		2018-2019 Change	
Revenues for Services Provided				-		-				
to Other Funds										
Benefit Administration Services	\$	203,673	\$	175,000	\$	188,360	\$	175,000	\$	(13,360)
Interest on Investments		6,748		1,450		14,042		1,450		(12,592)
Net Inc. (Dec.) - Fair Value Invest.		-		-		-		-		-
Miscellaneous Income		-		-		-		-		-
Total Revenues		210,421		176,450		202,401		176,450		(25,951)
Appropriations By Object										
Salaries		39,526		46,843		45,371		47,073		1,702
Employee Benefits		11,971		15,927		13,937		14,411		474
Total Salaries & Benefits		51,497		62,770		59,309		61,484		2,175
Benefit Administration Expenses		40 545		10 150		40,400		40.450		(4.040)
Administrative Fee		12,515		12,156		16,468		12,156		(4,312)
Consultant's Fee		21,061		26,471		19,253		26,471		7,217
Material's and Supplies		3,761		4,000		3,242		4,000		758
Other Expenses		300		300		300		300		-
Total Benefit Administration Expenses		37,637		42,927		39,264		42,927		3,662
Total Appropriations By Object		89,134		105,697		98,573		104,411		5,837
Excess (Deficiency) of Revenues Over										
(Under) Appropriations		121,287		70,753		77,947		72,039		(5,908)
Net Position, Beginning Balance		688,726		810,013		810,013		887,960		77,947
Net Position, Ending Balance	\$	810,013	\$	880,766	\$	887,960	\$	959,999	\$	72,039

Self Insurance Tentative 2018-2019 Group Insurance Fund

	2016-2017 Actual	2017-2018 Budget	2017-2018 Projected		2018-2019 Budget		2018-2019 Change	
Revenues for Services Provided								
to Other Funds								
Employer Contributions	\$ 39,376,188	\$ 42,717,006	\$	41,689,003	\$	42,717,006	\$	1,028,003
Employee Contributions	9,045,730	9,498,017		8,975,610		9,498,017		522,407
Interest on Investments	173,368	182,036		302,794		182,036		(120,758)
Net Inc. (Dec.) - Fair Value Invest.				-		-		-
Other Operating Revenue	1,192,655			994,448		-		(994,448)
Total Revenues	49,787,941	52,397,059		51,961,856		52,397,059		435,203
Appropriations By Object								
Salaries	63,070	99,518		86,545		89,790		3,244
Employee Benefits	21,548	33,836		28,082		29,037		954
Total Salaries & Benefits	84,618	133,354	133,354 114,627 118,827		118,827	4,199		
Group Health Insurance Expenses								
Medical Claims Paid to Date	41,096,304	45,000,000		38,741,227		47,000,000		8,258,773
Claims Incurred but not yet paid	-	-				,,		-
Administration Services	2,204,352	2,336,794		2,282,332		2,336,794		54,462
Other Expenses	161,217	175,000		17,584		75,000		57,416
Stop Loss Insurance Premiums	667,770	808,500		776,415		808,500		32,085
Total Group Health Insurance Expenses	44,129,643	48,320,294		41,817,558		50,220,294		8,402,736
Total Appropriations By Object	44,214,261	48,453,648		41,932,185		50,339,121		8,402,736
Transfers Operating Transfers In								
Excess (Deficiency) of Revenues Over (Under) Appropriations	5,573,680	3,943,411		10,029,671		2,057,938		(7,971,733)
Net Position, Beginning Balance	8,505,677	14,079,357	_	14,079,357		24,109,028		10,029,671
Net Position, Ending Balance	\$ 14,079,357	\$ 18,022,768	\$	24,109,028	\$	26,166,966	\$	2,057,938

2018 - 2019 BUDGET

STUDENT ACTIVITY FUNDS BUDGET

Beginning Fund Balance	\$ 7,299,604
Add: Revenues	14,610,048
Less: Appropriations	14,247,728
Ending Fund Balance	\$ 7,661,924