

**INTERAGENCY ADVISORY COUNCIL
ON
LOSS PREVENTION MEETING**

August 5, 2009

9:30 A.M.-11:30 A.M.

Hermitage Centre

First Floor, Conference Room

1801 Hermitage Boulevard

Tallahassee, FL 32308

OPENING REMARKS:

David Wiggins,
IAC Chairperson

David Wiggins, Interagency Advisory Council (IAC) Chairperson, opened the meeting, greeted everyone present, and asked them to introduce themselves and the agency they represented.

PRESENTATION OF:

May 13, 2009
IAC Meeting Minutes

David Wiggins presented the May 13, 2009, IAC meeting minutes for acceptance. David asked for comments or changes to the minutes. Paul Palmiotto, Alternate Safety Coordinator for the Department of Agriculture and Consumer Services, made the motion to accept the minutes and Dave Vermette of the Department of State seconded the motion. The minutes were approved.

NEW BUSINESS:

Donald Trussell's
Retirement
DEP/1995-2009

Donald Trussell, Safety Coordinator for the Department of Environmental Protection (DEP) has retired. Jim McClay along with David Wiggins presented a wooden desk clock to Donald in appreciation for many years of dedication and support in his endeavors in keeping state employees safe through loss prevention and loss control measures. Donald gave credit to his DEP fellow employees for their proactive attitude and actions regarding safety issues.

R.J. Castellanos, Division of Risk Management Director stated that during all of the years he had worked for the Division of Risk Management, the Department of Environmental Protection under Donald's direction, had won the top award in loss prevention and loss control. Donald expressed his appreciation for the assistance he received over the years from Jim McClay and Melanie Cowgill and encouraged everyone to contact them for assistance also.

NEW BUSINESS:

Linda Keen, "Loss Prevention Standards"

Linda Keen, Deputy Director of Risk Management gave an informative PowerPoint presentation on "Exactly What is Risk Management Up To", which summarized where the Division of Risk Management is now, and where it will be heading in the next few months due to the reorganization of the Division. Linda mentioned when CFO, Alex Sink visited Risk Management, she wanted to see more focus and efforts placed on a loss prevention program rather than managing loss after it has occurred. Two new bureaus have been developed in Risk Management. The Bureau of Loss Prevention and the Bureau of Claims Administration.

Risk Management offers consulting services to agencies and universities to assist them with their loss prevention program.

Everyone received a draft copy of the Loss Prevention Standards along with the PowerPoint presentation. A workshop will be held on the Loss Prevention Standards before the end of September.

Linda encouraged those present to feel free to contact her at (850) 413-4705 with questions or concerns.

Nomination of IAC Chairperson

David Wiggins notified the Council that it was time for nominations to be presented for a new Chairperson of the IAC. R.J. Castellanos, from the Department of Financial Services nominated Linda Keen, Deputy Director of Loss Prevention, Department of Financial Services for IAC Chairperson. He felt her background and knowledge of safety and loss prevention would be an asset to the IAC. There were no other nominations from any of the members. Marianne Trussell, from the Department of Transportation, motioned to close the nominations. Laymon Gray, from Florida State University, seconded the motion.

CLOSING REMARKS:

David Wiggins, Chairperson

The next Interagency Advisory Council meeting will be held on November 4, 2009, 9:30 A.M.-11:30 A.M., in the first floor conference room of the Hermitage Centre, 1801 Hermitage Boulevard, Tallahassee, FL 32308.

ADJOURNMENT:

David Wiggins requested a motion to adjourn the meeting. Marianne Trussell, Safety Coordinator from the Department of Transportation made the motion to adjourn the meeting. Laymon Gray, Safety Coordinator from the Florida State University seconded the motion. The meeting was adjourned.

IAC MEMBERS PRESENT:

Brogan, Jr. Roy	DOC
Caballero, Beatriz	FPC
Castellanos, R.J.	DFS
Criswell, John	DJJ
Clotfelter, Wayne	DCF
Desotell, Tory	DFS
Eacker, Mark	DOT
Ferris, Chris	FDLE
Folks, Gerrie	DOAH
Forbess, Debra	DMS
Gray, Laymon	FSU
Henry, Hope	DOH
Howard, Matt	DCF
Kelly, Amy	APD
Kenyon, Brian	AHCA
Jacoby, Jim	FAMU
Laing, David	HSMV
Ochalek, Larry	LOT
Palmiotto, Paul	DACS
Replogle, Floyd	UWF
Trussell, Donald	DEP
Trussell, Marianne	DOT
Vermette, Dave	DOS
Wiggins, David	DMS
Wiser, Gary	DEP

RISK MANAGEMENT:

McClay, Jim	DFS
Cowgill, Melanie	DFS

Clemmer, Jo-Ann	DFS
Drake, Holly	DFS
Keen, Linda	DFS
Rozes, George	DFS
Williams, Ray	DFS

VISITORS PRESENT:

Bundage, Kim	DEP
Griner, Paula	HSMV
Gonesh, Edgar	DMS
Hall, Michael	AWI
Honcell, Donna	DOAC
Matthews, W. John	DEA
Noble, Rufus	DEP
Reinhart, Sean	DFS
Snuggs, Andy	JAC
Stanfield, Paula	HSMV

TELE-CONFERENCE:

Baca, Willie	FGCU
Bradley, Thomas	FAU
Camit, Joe	DMA
M.Hall, Greta	DMA
Osburn, Linda	DMA
Porter, Christina	DVA

RISK MANAGEMENT
EMAIL ADDRESS:

R.J. Castellanos:	RJ.Castellanos@myfloridacfo.com
Linda Keen:	Linda.Keen@myfloridacfo.com
Jim McClay:	Jim.Mcclay@myfloridacfo.com
Melanie Cowgill:	Melanie.Cowgill@myfloridacfo.com
Holly Drake:	Holly.Drake@myfloridacfo.com
Jo-Ann Clemmer:	JoAnn.Clemmer@myfloridacfo.com
Risk Services:	RiskServices@myfloridacfo.com