

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: May 14, 2024

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Terence Acquah, Assistant Village Manager

Topic: IRMA Delegate and Alternate Delegate

PURPOSE

The Intergovernmental Risk Management Agency (IRMA) Pool has provided risk management insurance lines of coverage (auto, liability, worker's compensation, buildings) to the Village of Homewood since the late 1990s. This pool has 70 municipal members and has been the most economical, efficient way for the Village to handle risk management insurance coverage.

PROCESS

IRMA requires each member to name a Delegate and an Alternate Delegate. One of these two roles would represent the municipal member at meetings of the IRMA Board of Directors, which occur four times per calendar year. Historically, IRMA responsibilities have been housed within the Finance Department, and Finance Director Amy Zukowski has served as Homewood's Delegate since May 2023.

With the recent hire of Assistant Village Manager Terence Acquah, the Assistant Village Manager will now be fulfilling the role of Delegate. Staff requests the Board to appoint Assistant Village Manager Terence Acquah as the Delegate and Finance Director Amy Zukowski as the Alternate Delegate effective May 14, 2024. IRMA requires this action to be formalized through the passage of a resolution by the Board of Trustees.

OUTCOME

The primary Delegate will be housed in the Village Manager's Office and the Alternate Delegate will be housed in the Finance Department. This action will meet the bylaw requirements of the IRMA pool.

FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

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LEGAL REVIEW

Not Required

RECOMMENDED BOARD ACTION

Pass a Resolution appointing Assistant Village Manager Terence Acquah as Delegate and Finance Director Amy Zukowski as Alternate Delegate to the Intergovernmental Risk Management Agency pool effective May 14, 2024.

ATTACHMENT(S)

Resolution