



# FREDERICK COUNTY GOVERNMENT

Jan H. Gardner  
County Executive

## OFFICE OF THE COUNTY EXECUTIVE

*Douglas D. Browning, Chief Administrative Officer*

EXECUTIVE ORDER NO.: 03-2015

EFFECTIVE DATE: November 3, 2015

### The Frederick County Insurance Committee

The Frederick County Insurance Committee had provided advice and guidance to Frederick County for more than four decades, most recently under directives established by Resolution of the Board of County Commissioners No. 04-43, dated December 14, 2004.

Over the past several years, as the terms of the members of the Insurance Committee expired, new members were not appointed, and the Committee ceased to function.

It would be in the best interests of the citizens and taxpayers of Frederick County to once again utilize the expertise of an Insurance Committee to review, investigate, research and make recommendations to the County Executive on existing and proposed insurance coverage for the County, in order to facilitate the identification of the most economical method of obtaining appropriate levels of insurance coverage.

NOW, THEREFORE, I, JAN H. GARDNER, COUNTY EXECUTIVE OF FREDERICK COUNTY, MARYLAND, PURSUANT TO THE AUTHORITY VESTED IN ME BY THE CHARTER OF FREDERICK COUNTY, MARYLAND AND THE LAWS OF MARYLAND, HEREBY ISSUE THIS EXECUTIVE ORDER, EFFECTIVE IMMEDIATELY.

The Insurance Committee is hereby reestablished as an advisory body to the County Executive to examine and evaluate insurance proposals, in conjunction with the Director of Procurement and Contracting, the Risk Management Department, and the insurance agent of record for the County.

The Insurance Committee shall have three members appointed by the County Executive, and each member will serve at the pleasure of the County Executive.

Each member of the Insurance Committee will have experience with commercial property and casualty management, insurance company experience at a managerial level, or underwriting or reinsurance expertise.

The Insurance Committee will serve in an advisory capacity to the County Executive in the selection of the best insurance coverages possible with the most economical premiums available.


*Frederick County: Rich History, Bright Future*

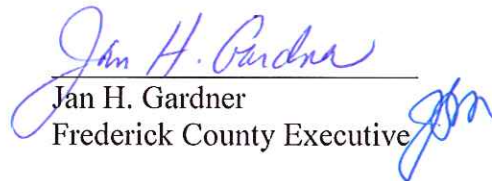
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[www.FrederickCountyMD.gov](http://www.FrederickCountyMD.gov)

The Insurance Committee shall meet not less than once a year to review proposals and recommendations relating to all County insurance coverages. The Insurance Committee shall meet and confer with appropriate County Staff members and the County's Insurance agent, and provide input and guidance via written recommendations for consideration by the County Executive. The Committee shall make recommendations in a timely manner so that the County Executive may implement the recommendations.

The members of the Insurance Committee shall be appointed for staggered terms to provide continuity. A member of the Insurance Committee may serve more than two consecutive three-year terms.

This Executive Order is issued this 3rd day of November, 2015, and effective immediately.

  
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Douglas D. Browning  
Chief Administrative Officer

  
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Jan H. Gardner  
Frederick County Executive