



## NCCSIF RISK MANAGEMENT COMMITTEE MEETING AGENDA

**Date:** Thursday, October 9, 2014  
**Time:** 10:30 a.m.  
**Location:** City of Rocklin Police Department  
 4080 Rocklin Road  
 Rocklin, CA 95677  
 (916) 625-5564

**A – Action**  
**I – Information**  
  
 1 – Attached  
 2 – Hand Out  
 3 – Separate Cover  
 4 – Verbal  
 5 – Previously Mailed

### MISSION STATEMENT

*The Northern California Cities Self Insurance Fund, or NCCSIF, is an association of municipalities joined to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner while providing members with broad coverage and quality services in risk management and claims management.*

- A. CALL TO ORDER**
- B. PUBLIC COMMENTS**
- C. APPROVAL OF AGENDA AS POSTED** **A 1**
- pg. 01 **D. CONSENT CALENDAR** **A 1**  
*All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or Risk Management committee may request any item to be considered separately.*
- pg. 02 1. Minutes of the Risk Management Committee Meeting – June 12, 2014
- E. RISK MANAGEMENT BUSINESS**
- pg. 08 1. **2014/15 Risk Control Service Plan** **I 1**  
*Mr. Tom Kline will address the Committee on the proposed 2014/15 Risk Control Service Plan for approval.*
- pg. 11 2. **Risk Control Services Update** **I 2**  
*Mr. Tom Kline will provide the Committee with an update on the services Bickmore has provided NCCSIF members.*
- pg. 12 3. **Police Risk Management Committee Update** **I 1**  
*Mr. Tom Kline will provide the Committee with a summary of the August 7, 2014 NCCSIF Police Risk Management Committee Meeting and activities completed for the initial roll out of Body Cameras.*



- pg. 47      4. **Next Risk Management Committee Meeting Reschedule**      **A 1**  
*The Executive Committee has recommended holding a Long Range Planning Session prior to the Board of Directors meeting on December 11, 2014 which will result in the rescheduling of the Risk Management Committee meeting on December 11, 2014.*
- pg. 48      5. **Round Table Discussion**      **I 1**  
*The floor will be open to Committee members for any topics or ideas that members would like to address.*
- F. INFORMATION ITEMS**      **I 1**
- pg. 49      1. NCCSIF Travel Reimbursement Form

**G. ADJOURNMENT**

**UPCOMING MEETINGS**

- Police Risk Management Committee Meeting – November 6, 2014
- Executive Committee Meeting – November 13, 2014
- Claims Committee Meeting – November 13, 2014
- Risk Management Committee Meeting – December 11, 2014
- Board of Directors Meeting – December 11, 2014

*Per Government Code 54954.2, persons requesting disability related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Johnny Yang at Alliant Insurance at (916) 643-2712.*

*The Agenda packet will be posted on the NCCSIF website at [www.nccsif.org](http://www.nccsif.org). Documents and material relating to an open session agenda item that are provided to the NCCSIF Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 1792 Tribute Road, Suite 450, Sacramento, CA 95815.*

*Access to some buildings and offices may require routine provisions of identification to building security. However, NCCSIF does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3*



**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item D.**

## **CONSENT CALENDAR**

### **ACTION ITEM**

**ISSUE:** The Risk Management Committee (RMC) should review items on the Consent Calendar and, if there is any item requiring clarification or amendment, such item(s) should be pulled from the agenda for separate discussion. The Risk Management Committee should approve the Consent Calendar excluding those items pulled. Any items removed from Consent will be agendized later during the meeting as recommended by the Chair and approved by the Committee.

**RECOMMENDATION:** It is the recommendation of Staff to approve the Consent Calendar after review by the Risk Management Committee.

**FISCAL IMPACT:** None

**BACKGROUND:** The Committee places the following items on the Consent Calendar for approval. The Committee may approve the Consent Calendar items as presented, or any individual may request that an item be pulled for discussion and separate action during the meeting. Remaining items would then be approved by action of the Committee.

**ATTACHMENTS:** Minutes of the Risk Management Committee Meeting – June 12, 2014.



**MINUTES OF THE  
NCCSIF RISK MANAGEMENT COMMITTEE MEETING  
LINCOLN CITY HALL, LINCOLN, CA  
JUNE 12, 2014**

**MEMBERS PRESENT**

Jeff Kiser, City of Anderson  
Shari Conley, City of Auburn  
George Silva, City of Dixon  
Jim Ramsey, City of Elk Grove  
Kristine Wilfong, City of Folsom  
Elisa Arteaga, City of Gridley  
Ed Pattison, City of Ione  
Michael Daly, City of Jackson  
John Lee, City of Lincoln  
Corey Shaver, City of Nevada City  
Liz Ehrenstrom, City of Oroville  
Russell Hildebrand, City of Rocklin  
Natalie Walter, City of Yuba City

**MEMBERS ABSENT**

City of Colusa  
City of Corning  
City of Galt  
City of Marysville  
City of Placerville  
City of Red Bluff  
City of Rio Vista  
City of Willows  
Town of Paradise

**GUESTS & CONSULTANTS**

Michael Simmons, Alliant Insurance Services, Inc.  
Marcus Beverly, Alliant Insurance Services, Inc.  
Johnny Yang, Alliant Insurance Services, Inc.  
Henri Castro, Bickmore  
Tom Kline, Bickmore

**A. CALL TO ORDER**

The meeting was called to order at 10:25 a.m.



**B. PUBLIC COMMENTS**

There were no public comments made.

**C. APPROVAL OF AGENDA AS POSTED**

**A motion was made to approve the Agenda as posted.**

**MOTION:** Corey Shaver    **SECOND:** Jim Lindley    **MOTION CARRIED**  
**AYES:** Kiser, Conley, Silva, Ramsey, Wilfong, Arteaga, Pattison, Daly, Lee, Shaver, Ehrenstrom, Hildebrand, Walter.  
**NAYS:** None.

**D. CONSENT CALENDAR**

1. Minutes of the Risk Management Committee Meeting – April 24, 2014

**A motion was made to approve the consent calendar.**

**MOTION:** Russell Hildebrand    **SECOND:** John Lee    **MOTION CARRIED**  
**AYES:** Kiser, Conley, Silva, Ramsey, Wilfong, Arteaga, Pattison, Daly, Lee, Shaver, Ehrenstrom, Hildebrand, Walter.  
**NAYS:** None.

**E. RISK MANAGEMENT BUSINESS**

**E1. Risk Control Services as of June 12, 2014**

Ms. Henri Castro provided an update on the Risk Control Services as of June 12, 2014 noting that this year there has been many programs performed by Bickmore. She listed a few items that were addressed this year which were Cal/OSHA written program development, liability exposures, urban forest maintenance, mandated reporting, on-site safety training, hazard inspections, playground inspections, safety committee participation and ergonomic evaluations.

Ms. Castro advised CalOSHA has added a sub-section requiring employers to assess each employees exposures to identify what type of PPE are required and certified. There was a question as to whether a PPE Assessment is required for administrative employees. Ms. Castro will look further into this but did advise that Bickmore recommends assessments are done by job tasks versus job title. A recommended program will be provided by Bickmore regarding this new requirement.

Ms. Castro advised that with respects to Regional Training Workshops, three were provided during the year. The Hazard Communication which had 25 participants, Traffic Control and Flagger Training with 66 attendees and the Certified Pool Operator Training with 7 attendees.



She also advised that a monthly e-mail is now being sent to members with a risk control topic and a list of training resources that are immediately available. Topics include back safety, heat illness prevention, outdoor hazard awareness and tool safety.

She also touched on upcoming webinars which were aerial lift safety in July, lockout/tagout in August, confined space in September and forklift safety in October. Members also have access to over 300 online streaming videos, sample programs, development guides and safety publications on the Bickmore website.

## **E2. Upcoming Services**

Ms. Castro advised that the 2014/15 Bickmore contract is very similar to what was done last year. She noted that Bickmore was purchased by York but the service plan and contract stays with Bickmore and there will be no changes the risk control services provided to NCCSIF. Two additional consultants have been hired by Bickmore who will assist in servicing NCCSIF members as well. She also asked that members continually provide feedback on the consultants. Another thing that will be done this year is an update of member assessments.

Ms. Castro asked if NCCSIF would like Bickmore to coordinate all Regional Training Workshops for NCCSIF and how many would the group like. Currently with respects to public works the regional workshops planned are tree trimming, commercial vehicle safety, traffic control and NFPA 70 and arc flash. With respects to police the workshops planned are ergonomic for police, post driving safety and liability risk. These workshops will be separate from the PRMC meeting trainings. Other topics would be reasonable suspicion for alcohol and drug testing, slip trips and falls, driving safety, wellness and fitness programs. Ms. Castro will provide a survey to members for Regional Training Workshops. Ms. Ehrenstrom suggested having 4 regional trainings with two different sessions for northern members and southern members. She then touched on Website Resources which are webinars, on-line streaming safety videos, sample program and safety training publications.

Mr. Kline is currently developing best practices with respects to Police such as reducing injury from suspect altercation, vehicle ergonomics, training exercise injury prevention, personal fitness injury prevention, duty belt alternative, slip trip and fall prevention, sleep deprivation and return to work best practices. Ms. Castro also advised that the High Heat Hazards requirements will be decreasing and she will be updating members as the new requirements are being passed.

**A motion was made to approve the recommended NCCSIF Risk Control Service Plan for the 2014/15 policy year.**

**MOTION:** Michael Daly    **SECOND:** Natalie Walter    **MOTION CARRIED**  
**AYES:** Kiser, Conley, Silva, Ramsey, Wilfong, Arteaga, Pattison, Daly, Lee, Shaver, Ehrenstrom, Hildebrand, Walter.  
**NAYS:** None.

### **E3. Train the Trainers Program**

Ms. Castro gave a brief history of the Train the Trainers Program and explained that members discussed the idea of developing a train-the-trainer program to provide additional resources to members for training that is not, generally, paid for by NCCSIF and/or available through Bickmore. The two primary examples include CPR/AED certificate and AB1825 manager and employee training. Ms. Castro suggested that the group focus in on two or three topics to focus in on suggesting CPR training noting that members had firefighters who are able to provide this training. Ms. Ehrenstrom advised that CPR Training is usually combined with First Aid Training and so there may be a need for two instructors.

Mr. George Silva advised that at the City of Dixon, lifeguards are used to train staff on CPR and First training but the problem is usually that the equipment is too old. Ms. Ehrenstrom advised that there was discussion on NCCSIF purchasing the equipment for these types of Regional Training Sessions. Mr. Hildebrand suggested organizing a training session around the available resources. Mr. Jim Ramsey advised that there may be a need for more trainers due to the testing process. Mr. Simmons advised that equipment would be inexpensive to purchase. The majority of the costs would be the maintenance of the equipment. With respects to AED, there may be more costs associated with this equipment.

Upon further discussion it was suggested that a survey be performed to determine which member has what type of trainer available for certain types of training. Also identifying what types of training require a certified trainer will be researched. Ms. Castro suggested a trainer loan program and communication for available training slots within member agencies. Ms. Castro also advised that fit testing may be available through Bickmore in the upcoming future. Direction was given to the program consultants as suggested.

### **E4. Police Risk Management Committee Meeting Summary**

Mr. Tom Kline provided the Committee with a summary of the Police Risk Management Committee meeting on May 8, 2014. He advised that at the meeting there was a body camera presentation by VieVu. There was also discussion on the Police Risk Management Committee budget. Mr. Johnny Yang advised that according to VieVu's proposal the amount of cameras would provide 3 cameras per agency. With respects to Taser it would amount to 2 cameras per agency. Wolfcom cameras were about \$500 per unit and Scorpion cameras were about \$100 per unit. Mr. Kline noted that a Workers' Compensation Claims Analysis was provided at the meeting as well as a Wellness & Fitness Programs for Police Training provided by Mr. Ron Berryhill. During a Round Table Discussion, the PRMC decided to have an Employee Practices attorney will be invited to attend the upcoming PRMC meeting on August 7, 2014 to address concerns of the PRMC Personnel Records, Public Records and Police Officer Bill of Rights.



## **E5. Police Risk Management Funds**

Mr. Kline that the Police Risk Management Committee has discussed and requests \$50,000 for Police Risk Management Funds for the initial purchase of Body Cameras for participating member agencies which is projected to have a significant impact in reducing the severity of future claims. Ms. Ehrenstrom advised that some members currently have policies in place and will provide to assist other agencies in policy development regarding body cameras. Mr. Ed Pattison expressed his concern in the officers' discretion in when to turn the body cameras on and off.

Mr. Kline explained that there are three aspects in the purchase of body cameras. One would be the purchase of the cameras. Second would be the policies regarding the use of body cameras and the third would be the server storage required for the use of the body cameras. Mr. Ramsey expressed that the ease of use in storing the information from the body cameras play a large role in the success of the body cameras implementation.

Ms. Ehrenstrom noted that member agencies have expressed that in using the cameras have, they have seen claims dropped just knowing there was a video recording of the incident. She also noted another discussion that may be required is what happens if an agency is currently using body cameras and how NCCSIF would fairly include them into the body cameras program.

A motion was made for the approval of \$50,000 to be included in the Risk management Budget this year for the initial purchase of Body Cameras for participating member agencies' police departments.

**MOTION:** Russell Hildebrand      **SECOND:** Michael Daly      **MOTION CARRIED**  
**AYES:** Kiser, Conley, Silva, Ramsey, Wilfong, Arteaga, Pattison, Daly, Lee, Shaver, Ehrenstrom, Hildebrand, Walter.  
**NAYS:** None.

## **E6. NCCSIF 2014/15 Risk Management Budget**

Mr. Yang provided a brief summary of the major changes from the prior year for Risk Management Expenses which were as follows:

- Injury and Prevention Training has been removed from the budget this year.
- Risk Management Services & Trainings has been changed to Outside Training and was increased from \$25,000 to \$30,000. These funds will be used for Regional Training Sessions for NCCSIF.
- Increased Police Risk Management Committee Training Budget from \$12,000 to \$12,400 according to the Bickmore contract.
- Increased Bickmore Risk Control Services from \$156,260 to \$160,220. Bickmore expenses have been broken out by service this year.
- Occu-Med Health Consulting remains the same at \$18,000.





- Increased ACI/Welness from \$13,840 to \$14,150.
- A Police Risk Management Fund has been included for the initial purchase of Police Body Cameras required by the Police Risk Management Committee in the amount of \$50,000.

This amount to an increase of

A motion was made to approve the NCCSIF 2014/15 Risk Management Budget as presented.

**MOTION:** Russell Hildebrand      **SECOND:** Jim Lindley      **MOTION CARRIED**

**AYES:** Kiser, Conley, Silva, Ramsey, Wilfong, Arteaga, Pattison, Daly, Lee, Shaver, Ehrenstrom, Hildebrand, Walter.

**NAYS:** None.

**F. INFORMATION ITEMS**

**F1. NCCSIF Travel Reimbursement Form**

**G. ADJOURNMENT**

The meeting was adjourned at 11:48 a.m.

DRAFT



**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item E.1.**

## **2014/15 RISK CONTROL SERVICE PLAN**

### **INFORMATION ITEM**

**ITEM:** Mr. Tom Kline will address the committee regarding the 2014/2015 Risk Control Service Plan.

The 2014/2015 Risk Control Services Plan has been developed based on the Agreement for Risk Control Services on July 1, 2013 between NCCSIF and Bickmore. The plan has been attached to this agenda item for the committee's review.

**FISCAL IMPACT:** None.

**RECOMMENDATION:** None.

**BACKGROUND:** None.

**ATTACHMENTS:** 2014/15 Risk Control Service Plan.



## **2014-2015 RISK CONTROL SERVICE PLAN**

### **Phone and Email Consultation**

Members have unlimited access to the NCCSIF Risk Control Manager for technical information and guidance.

### **Member Specific Risk Control Services**

Customized risk control services are developed for each member. Members have access to two days of services to help implement recommendations from the Hazard & Safety Assessment. In addition, a third day of service is available for the purposes of responding to member specific requests.

### **Hazard & Safety Assessment Update**

During the 2014-2015 program year the assessment will be updated to reflect each member's progress. A scorecard will be developed to display member progress as well as a pool-wide scorecard to identify growth and improvement opportunities.

### **Safety Communication**

Timely safety topic information will be provided to members on a regular basis. The Safety Training Resource Series is a monthly email about a specific risk control topic. It provides members with a list of training resources immediately available through the Bickmore website. Additional communications are distributed as warranted.

### **Regional Workshop Training Coordination**

NCCSIF conducts regional workshops on pertinent safety topics. Coordination, by the Risk Control Manager, includes topic research, trainer selection, registration, announcements, and material development.

### **Website Resources**

Members have access to all of the following resources available on the Bickmore Risk Control website:

- *Webinars*  
The Bickmore Risk Control team develops pertinent safety webinars. Members can view our live webinars at no additional charge. The recorded webinars and handout materials are posted on the Bickmore website.
- *On-Line Streaming Safety Videos*  
The streaming video library service includes hundreds of up to date safety training titles available on-demand. This service allows members to deliver brief safety trainings or tailgate sessions.

- *Sample Programs*  
The website has several sample programs available to members; many of the programs include a development guide. In addition, there are several forms and checklists available.
  
- *Safety Training Publications*  
Several safety training publications are available in the Training Tools portion of the website. The publications are nicely designed and ready for distribution.



**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item E.2.**

## **RISK CONTROL SERVICES UPDATE**

### **INFORMATION ITEM**

**ITEM:** Mr. Tom Kline will provide the Committee with an update on the services Bickmore has provided NCCSIF members during the 2014/2015 program year to date:

**FISCAL IMPACT:** None

**RECOMMENDATION:** None. This is provided as information only.

**BACKGROUND:** NCCSIF contracted with Bickmore on January 1, 2012 to provide risk control services. Mr. Kline is NCCSIF's Risk Control Consultant for these services.

**ATTACHMENTS:** Member Services Summary Report 7/1/14 – Current (Handout)



**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item E.3.**

## **POLICE RISK MANAGEMENT COMMITTEE UPDATE**

### **INFORMATION ITEM**

**ITEM:** Mr. Tom Kline will provide the Committee with an update on the Police Risk Management Committee and a summary of the initial roll-out of the VieVu Cameras.

**FISCAL IMPACT:** None.

**RECOMMENDATION:** None. This item will be provided as information only.

**BACKGROUND:** The Board approved a budget of \$50,000 for the purchase of body cameras for NCCSIF's police agencies. The Police Risk Management Committee has met and approved the purchase of body cameras, with VieVu, during its last meeting on August 7, 2014 meeting. At the meeting, the Committee also received training on The Skelly Process and the Peace Officers Bill of Rights. On August 27<sup>th</sup>, 2014 a VieVu Training Session was provided to members to answer any questions regarding the equipment and software. Program Consultants have since shipped all of the cameras to participating agencies according to the approved allocation.

### **ATTACHMENTS:**

1. Police Risk Management Committee Meeting Minutes
2. VieVu Allocation
3. VieVu Training Presentation



**MINUTES OF THE  
POLICE RISK MANGEMENT COMMITTEE MEETING  
AUGUST 7, 2014**

**MEMBERS PRESENT**

John Ruffcorn, City of Auburn  
Ross Stark, City of Colusa  
Jason Browning, City of Folsom  
William Bowen, City of Galt  
Dean Price, City of Gridley  
Tracy Busby, City of Ione  
Rex Marks, City of Lincoln  
David Baker, City of Marysville  
Tim Foley, City of Nevada  
Allen Byers, City of Oroville  
Ruben Quihuiz, City of Oroville  
Steve Rowe, Town of Paradise  
Paul Nanfita, City of Red Bluff  
Ron Lawrence, City of Rocklin  
Greg Bowman, City of Rio Vista  
Rob Landon, City of Yuba City  
Chad Lizardo, City of Yuba City  
Lincoln Eden, City of Yuba City

**GUESTS & CONSULTANTS**

Liz Ehrenstrom, City of Oroville  
Crystal Peters, Town of Paradise  
Tom Kline, Bickmore Risk Services  
Marcus Beverly, Alliant Insurance Services  
Johnny Yang, Alliant Insurance Services  
James Hillary, VieVu  
Carl Fessenden, Law Offices of Porter Scott

**A. CALL TO ORDER**

The meeting was called to order at 10:05 a.m.

**B. PUBLIC COMMENTS**

There were no public comments.

**C. CONSENT CALENDAR**

**C1. 05.08.14 Draft Police Risk Management Committee Meeting Minutes**

A motion was made to approve the May 8, 2014 Draft Police Risk Management Committee Meeting Minutes.

**MOTION:** Dean Price

**SECOND:** Allen Byers

**MOTION CARRIED  
UNANIMOUSLY**

**D. RISK MANAGEMENT**

**D1. 06.12.14 Risk Management Committee Meeting Summary**

Mr. Tom Kline provided an update on the items discussed at the Risk Management Committee meeting pertaining to the Police Risk Management Committee. He explained that originally a budget of \$12,500 was budgeted for the Police Risk Management Committee and upon discussion of Police Body Cameras a recommended amount of \$25,000 was increased to \$50,000 by the Police Risk Management Committee. This amount was brought to the Risk Management Committee and Board of Directors and was approved.

**D2. Police Risk Management Committee Budget**

Mr. Kline explained that the thought process behind the proposed allocation was that it wouldn't make sense if a member only received one camera so a minimum allocation is set at two cameras. The Proposed Camera Allocation is based on VieVu body cameras and is allocated subject to the percentage of each member's administrative allocation to the fiscal year budget.

Mr. Kline then directed the Committee to the VieVu proposal which was included in the packet, explaining that VieVu does not have any additional costs with respects to software and will provide two Training Sessions in the northern and southern areas as well as individual site visits for members. Program Consultants would work with VieVu as respects to training and distribution of cameras.

Mr. Ruffcorn asked if any members had any objections to the use of VieVu cameras and explained that his City has tested the VieVu cameras and provided a brief breakdown of his experience with the cameras. Mr. Nanfito also expressed his support of VieVu cameras as well as Mr. Rowe who is currently using Vidmics.

A member advised that his City has picked up a Taser camera and is currently in the process of testing the body camera. Mr. Johnny Yang advised that Program Consultants have reached out to Taser and noticed that there were a lot of additional costs associated to accessories and storage which is why VieVu is recommended. A member noted that in testing a Wolf system by Taser officers noticed a lot of movement in footage and discomfort with respects to user interface. Mr. Ruffcorn also mentioned that the quality and reliability of cameras is also important in this determination.



The Committee also discussed whether member agencies would be able to purchase additional cameras at the discounted price offered to NCCSIF. Program Consultants will reach out to James Hillary at VieVu to discuss. The topic of policies regarding when to use the cameras will be addressed at future meetings upon reviewing Lexipol and other policies currently in use. Storage will also be contingent upon policies on how long the data is held.

Mr. Yang inquired as to how NCCSIF would like to address those members who wish to opt out of receiving their share of the VieVu camera allocation. Mr. Nanfito suggested that an amount be provided to the agency opting according to the price of how much their allocation is.

Mr. Jason Browning also advised the Committee that Ms. Renaud will be providing the presentation out the Upcoming Police Chief Association meeting in September.

**A motion was made to approve the purchase of 66 cameras with VieVu.**

**MOTION:** Paul Nanfito      **SECOND:** Steve Rowe      **MOTION CARRIED UNANIMOUSLY**

**A second motion was made to approve the allocation of VieVu Body Cameras according to Program Consultants' recommendation.**

**MOTION:** Jason Browning      **SECOND:** Dave Baker      **MOTION CARRIED UNANIMOUSLY**

### **D3. Round Table Discussion**

Mr. Dave Baker advised the Committee of the new guidelines from POST regarding officer mandate on CPR and First Aid. Basically if this new legislative mandate is approved officers will be required to provide a higher standard or expectation of First Aid for first responders on the scene which will require a higher level of training. This level of service would be similar to EMT levels as well as the pushing of medication out on the field. Mr. Baker sees an increase cost in training and expectations. The Committee discussed that the cost savings in decreased fire calls due to trained officers handling EMS calls but increased cost in training officers in EMS services.

Mr. Nanfito requested that policies be shared among the Committee. He also noted his department would like to move away from the traditional vests to low bearing vests so it would be helpful to get additional information regarding claims.

Mr. Beverly suggested reaching out to Lexipol to see if their policies address body cameras and to ask them to review policies.

Mr. Ruffcorn recommended that the Committee reach out to other Body Camera Vendors to test their products along with the VieVu body cameras to compare.

Mr. Cline asked the Committee what they would like to discuss at the next Police Risk Management Committee and gave a brief history of the topics discussed at prior meetings. The Committee suggested reaching out to Chief Cynthia Renaud at the City of Folsom regarding her course on EduChaos which addresses the first 30-45 minutes prior to an emergency response.

**E. The Intersection of Skelly and the Peace Officers Bill of Rights Training**

Mr. Carl Fessenden provided the Committee with The Intersection of Skelly and the Peace Officers Bill of Rights Training with topics focusing on The Skelly Process, Peace Officers Bill of Rights (POBR), Lessons Learned and Request for Personnel Information.

**F. INFORMATION ITEMS**

- F1. NCCSIF Organizational Chart**
- F1. NCCSIF 2014 Meeting Calendar**
- F2. NCCSIF Resource Contact Guide**

These items were provided as information only.

**G. ADJOURNMENT**

The meeting was adjourned at 1:24 p.m.

|                    |
|--------------------|
| <b>Admin Alloc</b> |
|--------------------|

|                    |                    |        |           |         |
|--------------------|--------------------|--------|-----------|---------|
| <b>Nevada City</b> | \$12,585           | 1.17%  | 2         |         |
| <b>Placerville</b> | \$20,222           | 1.87%  | 2         | \$1,515 |
| <b>lone</b>        | \$22,646           | 2.10%  | 2         |         |
| <b>Colusa</b>      | \$27,054           | 2.51%  | 2         |         |
| <b>Willows</b>     | \$28,136           | 2.61%  | 2         |         |
| <b>Jackson</b>     | \$28,600           | 2.65%  | 2         |         |
| <b>Rio Vista</b>   | \$28,724           | 2.66%  | 2         |         |
| <b>Corning</b>     | \$30,763           | 2.85%  | 2         |         |
| <b>Gridley</b>     | \$31,944           | 2.96%  | 2         |         |
| <b>Anderson</b>    | \$32,719           | 3.03%  | 2         | \$1,515 |
| <b>Paradise</b>    | \$36,153           | 3.35%  | 3         |         |
| <b>Marysville</b>  | \$37,845           | 3.51%  | 3         |         |
| <b>Red Bluff</b>   | \$41,882           | 3.88%  | 3         |         |
| <b>Auburn</b>      | \$43,972           | 4.08%  | 4         |         |
| <b>Oroville</b>    | \$45,980           | 4.26%  | 4         |         |
| <b>Dixon</b>       | \$47,248           | 4.38%  | 4         |         |
| <b>Galt</b>        | \$51,982           | 4.82%  | 4         |         |
| <b>Lincoln</b>     | \$64,982           | 6.02%  | 4         |         |
| <b>Elk Grove</b>   | \$65,529           | 6.07%  | 4         | \$3,030 |
| <b>Rocklin</b>     | \$90,967           | 8.43%  | 4         |         |
| <b>Yuba City</b>   | \$107,094          | 9.93%  | 4         |         |
| <b>Folsom</b>      | \$181,820          | 16.85% | 5         |         |
|                    | <b>\$1,078,846</b> |        | <b>66</b> |         |

# VIEVU

*Body Worn Cameras  
The Officer's Perspective*



# Why Body Worn Video



What The Media Reports



What Really Happened

# Why Body Worn Video

## URGENT-Officer Wilson Cleared in Fatal Shooting



The shooting death of a Page man by a police officer respon domestic violence call has been determined to have been l justified. Outside law enforcement agencies conducted the investigation into the incident and County Attorney Dave says he is declining to prosecute Page Police Officer Shaw for the June 19<sup>th</sup> fatal shooting of B & T Marine co-owner Bill According to the investigative report, the incident was cap video via VIEVU recording. VIEVU is a body worn camera used by over 1100 police agencies, including Page Police. Much of the altercation that occurred between Wilson and Foust was recorded on the VIEVU camera.

## Oakland officer videotapes his killing of suspect



In a Bay Area first, a fatal shooting by police in East Oakland was captured on video - not by a bystander with a camcorder or a smart phone but by the officer himself, who wore a city-issued camera on his chest.

# VIEVU The Market Leader

**Designed for Cops by Cops.** Founded by a Veteran Seattle PD SWAT Officer

Largest U.S. Deployments: Oakland PD (740+ cameras), Dallas PD, Houston PD, Phoenix PD

**Ease of Use**

Secure, Expandable & Scalable

**Low Deployment Cost & Operation**

Integrate with Leading Video Storage Providers

**80%**

Market Share

**3,100+**

Agencies

**99%**

Retention Rate

**7,000,000**

Hrs. of Video in 2013

**16**

Countries

# LE3 Specifications

HD or Widescreen SD Video Resolution  
(1280x720 or 848x480)

30 Frames Per Second

16:9, Wide 68 Degree Field Of View

5 hour Record Time, Battery Pack Compatible

Download a Day of Video in 90 Seconds

16GB Storage (12 Hours of Video Storage)

Mute Functionality

Very Light (2.8oz), Small (3"×2.1"×.85")

IPX5 Waterproof





# LE3 - What to Remember

Simple – Easy to Use, 1 Switch

Video and Audio

Audit Log of Videos and Activity

The LE3 Captures **95 Percent** of Police Activity Occurring Away From the Patrol Car: Interviews, Prisoner transfer, etc.

It Protects **You** from Frivolous Charges and False Accusations. It can Save your Career!



# LE3 - Where to Put it



# LE3 - Where to Put it

Designed with **Officer Safety** in Mind

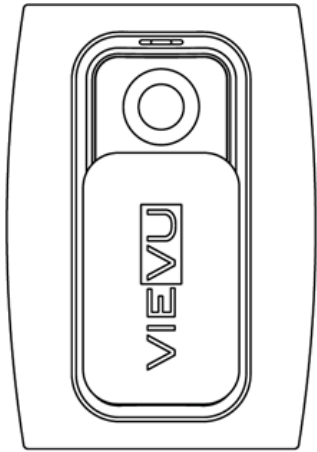
**Center Mass** of the Chest is the Best Location for Stability and Officer's "person" Perspective

Clipped or Pinned to the shirt, Vest or Jacket

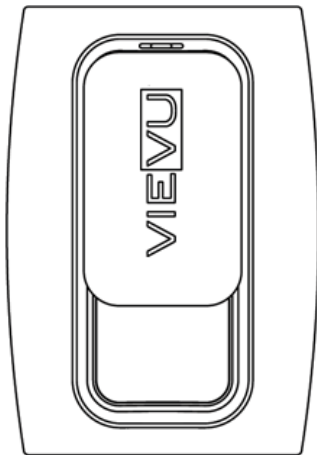
**Test Your Videos** for Best Position According to your Height, Body Shape, Weapon Stance and Traffic Stop Stance



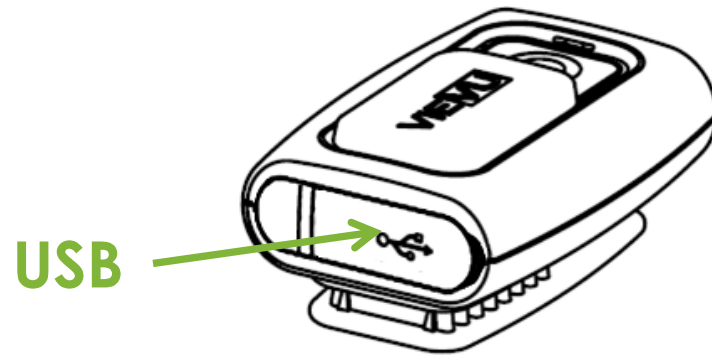
# LE3 - How to Use it



ON

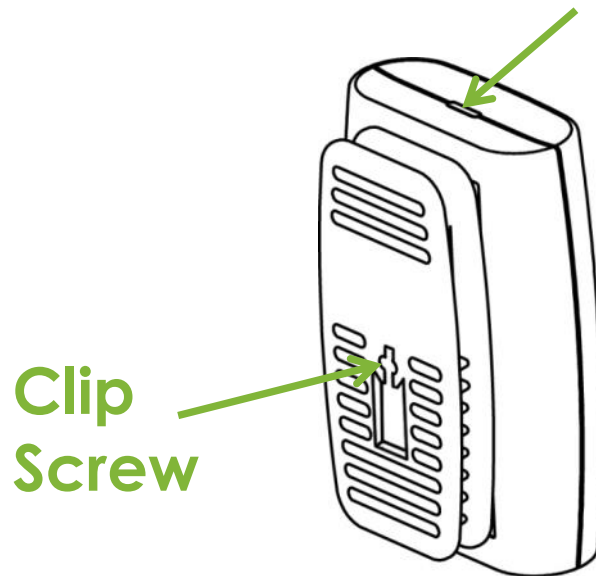


OFF



USB

LED Light



Clip  
Screw

# LE3 - How to Use it

## LED Status Light

Blinking Light = Recording

**Green** = Good

**Red** = Low Battery or Storage



## Charging

Solid **Red** light = Charging

No light = Full Battery

## Download

Connect to Computer and Turn On = **Orange** (Green light is OK)



# LE3 - How to Use it

## Spring Clip

Rotates 360°

**Breakaway** Design for Officer Safety. To Avoid it Breaking at Other Times.....

Use a **Screwdriver** to Tighten and Loosen the Screw before Rotating



# LE3 - How to Use it

## USB Connection

For Charging: Wall Adapter,  
Car Kit, Computer

For Download

**NOTE:** Plug the Cable in  
Correctly. Upside Down or  
Sideways will Damage the  
Camera. Treat it Like your Cell  
Phone!



# LE3 - How to Use it

## Download

Must use Download Cable

Must Connect all 3 cables (2 connections to computer, 1 to camera)

Must Turn Camera On after Connecting to Download Cable. Look for Solid Orange or Green light.





## VERIPATROL Secure | Reliable | Flexible

Over 7 Million Hours of Video Managed by VERIPATROL in 2013 at NO COST to VIEVU Customers



VERIPATROL Utilizes a FIPS 140-2 Compliant Digital Signature Process to Prove that the Video has not been Altered and VidLock Security Prevents Unauthorized Access if the Camera is Lost or Stolen

# VERIPATROL

## VERIPATROL is 3 Software Applications

### Admin:

Administrative Functions Such As Adding Users, Assigning Cameras, Deleting Video.

**Mobile:** For Officers to Download, Document and Review Video from inside the Patrol Car. Video is wirelessly transferred to Headquarters

**Client:** For Officers to Download, Document and Review Video from inside the Police Department

# VERIPATROL

Log In:

All Software is Password Protected

Double Click on the Desktop Icon



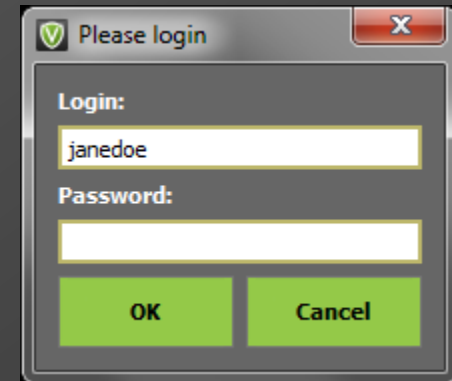
VIEVU Admin



VIEVU Mobile



VIEVU Client

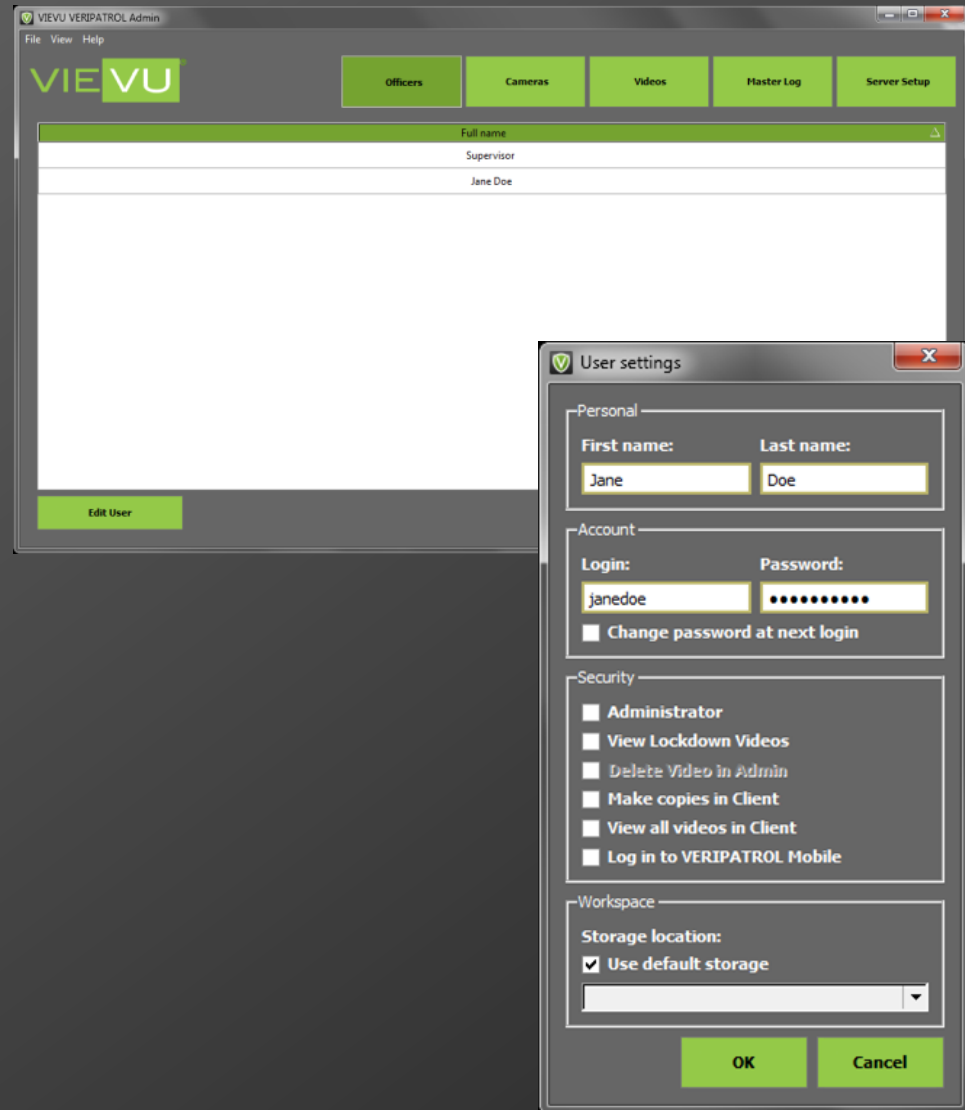


# VERIPATROL - Admin

## Officers:

Controls User Accounts That Can Access VERIPATROL

- Add Users
- Remove Users
- Change Passwords
- Edit User Security



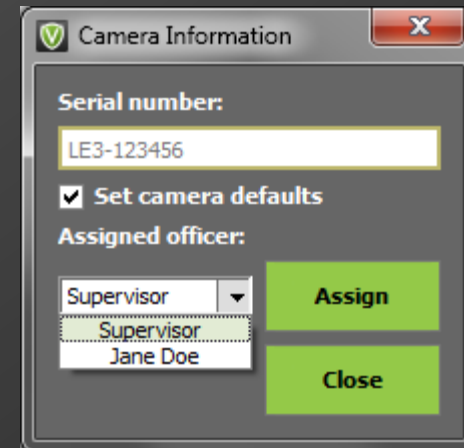
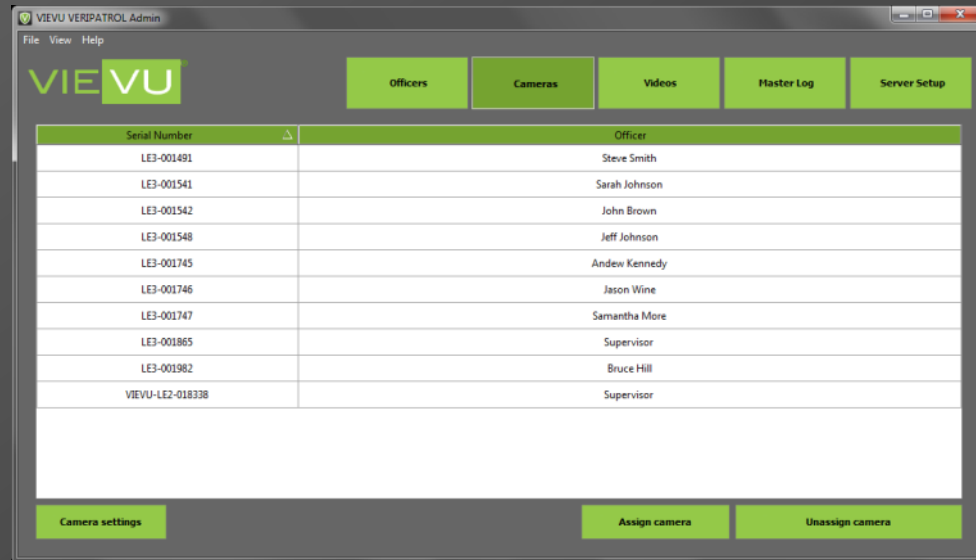
# VERIPATROL - Admin

## Cameras:

### Assign Cameras to Users

- Assign Camera
- Unassign Camera
- Change LE3 Settings (Video Resolution, Mute)

All cameras *MUST* be assigned to a user before recording video.



# VERIPATROL - Admin

## Videos:

### Find and Watch Videos

- Search for Videos
- Play a Video
- Copy a Video
- Add/Edit Metadata
- Delete a Video (If allowed)

VIEVU VERIPATROL Admin

File View Help

VIEVU

Officers Cameras Videos Master Log Server Setup

No Video Downloaded in the Last 7 Days

| File Name                        | Date of Record         | Date of Upload       | Officer    | Duration | Signature               | Category  | Case Number   | Comment            |
|----------------------------------|------------------------|----------------------|------------|----------|-------------------------|-----------|---------------|--------------------|
| PICT0002_2013.02.16_21.18.00.AVI | 2013/02/16 21:18:00    | 2013/02/16 13:21:02  | Jane Doe   | 00:02:25 | Digital Signature Valid |           |               |                    |
| PICT0001_2013.02.16_21.17.50.AVI | 2013/02/16 21:17:50    | 2013/02/16 13:21:02  | Jane Doe   | 00:07:04 | Digital Signature Valid | Report    | 2013-34-76354 |                    |
| PICT0003_2013.02.16_18.03.04...  | 2013/02/16 18:03:04... | 2013/02/16 10:13:... | Supervisor | 00:09:06 | Digital Signature Valid | Other     | 2013-34-74589 | Drunk man on porch |
| PICT0002_2013.02.16_17.59.02.AVI | 2013/02/16 17:59:02    | 2013/02/16 10:13:13  | Supervisor | 00:03:51 | Digital Signature Valid |           |               |                    |
| PICT0001_2013.02.16_17.55.16.AVI | 2013/02/16 17:55:16    | 2013/02/16 10:12:54  | Supervisor | 00:03:41 | Digital Signature Valid |           |               |                    |
| PICT0001_2013.02.15_21.18.00.AVI | 2013/02/15 21:18:00    | 2013/02/15 13:18:42  | Jane Doe   | 00:07:04 | Digital Signature Valid | Ticket    |               |                    |
| PICT0002_2013.02.08_21.31.02.... | 2013/02/08 13:31:...   | 2013/02/08 13:31:... | Supervisor | 00:03:05 | Digital Signature Valid | Arrest    | 2013-34-73456 |                    |
| PICT0001_2013.02.08_21.20.30.AVI | 2013/02/08 13:21:27    | 2013/02/08 13:21:30  | Jane Doe   | 00:01:06 | Digital Signature Valid | Interview |               |                    |

Filter

Filtering by officer  
Filtering by category

Enable filtering by category

Category:  > >>

With uncategorized

< <<

Thumbnail

Add Details Show More Videos Play Video

Playing File...

VIEVU

File Information

File name: PICT0001\_2013.11.08\_21.17.22.AVI

Category: Arrest

Case Number: 2013-08-12487

Comments: Drunk man on porch

Arrest  
Contact  
Interview  
Other  
Report  
Ticket

Never delete this video  Lockdown Video

Apply Close

# VERIPATROL - Admin

## Master Log:

Log of Events such as:

- Copy Video
- Delete Video
- User Login
- Camera Download
- Edit Metadata

| File Name                        | Officer    | Date                | Type            | Description   |
|----------------------------------|------------|---------------------|-----------------|---|
| PICT0001_2013.10.25_21.57.02.AVI | Supervisor | 2013/10/25 15:45:36 | lock file       | Never be deleted mark set for file PICT0001_2013.10.25_21.57.02.AVI |
| PICT0001_2013.10.25_21.57.02.AVI | Supervisor | 2013/10/25 15:45:36 | lockdown on     | Additional security added for PICT0001_2013.10.25_21.57.02.AVI      |
|                                  | Supervisor | 2013/10/25 14:26:58 | assign camera   | Camera LE3-123456 assigned to Supervisor (super).                   |
|                                  | Supervisor | 2013/10/25 14:24:22 | unassign camera | Camera LE3-123456 unassigned.                                       |
| PICT0001_2013.02.08_21.20.30.AVI | Supervisor | 2013/10/25 14:22:05 | deletion        | Accidental recording  |
|                                  | Supervisor | 2013/10/25 14:21:16 | remove user     | User Test User (test) removed.                                      |
|                                  | Supervisor | 2013/10/25 14:19:13 | add user        | User Bob Jones (bob) added.   |
|                                  | Supervisor | 2013/10/25 14:19:10 | unassign camera | Camera VIEVU-LE2-012349 unassigned.                                 |

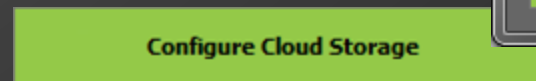
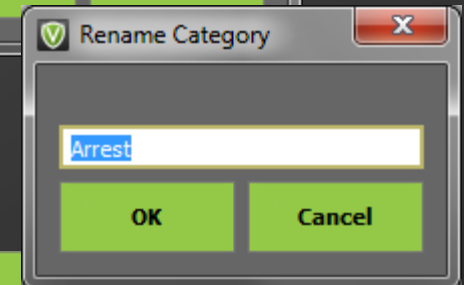
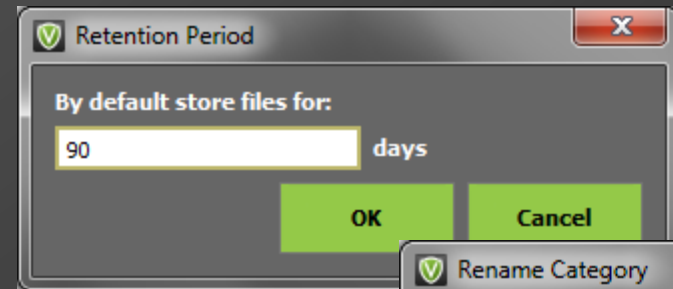
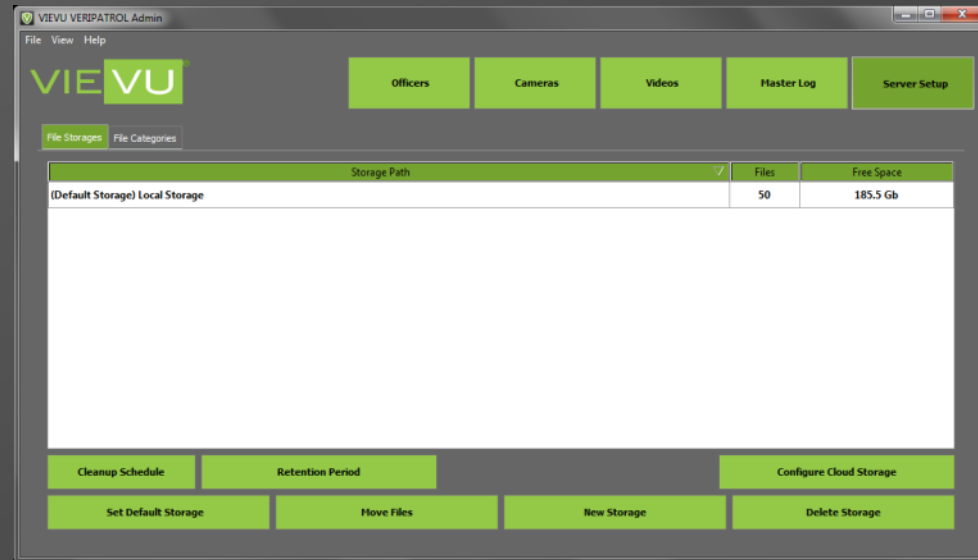
# VERIPATROL - Admin

## Server Setup:

### Server Related Settings:

- Set a Retention Period
- Set a File Storage Location
- Create/Edit File Categories
- Enable Cloud Storage

In Network Installations the Server Setup tab is only available on the Server





# VERIPATROL - Mobile

## Mobile:

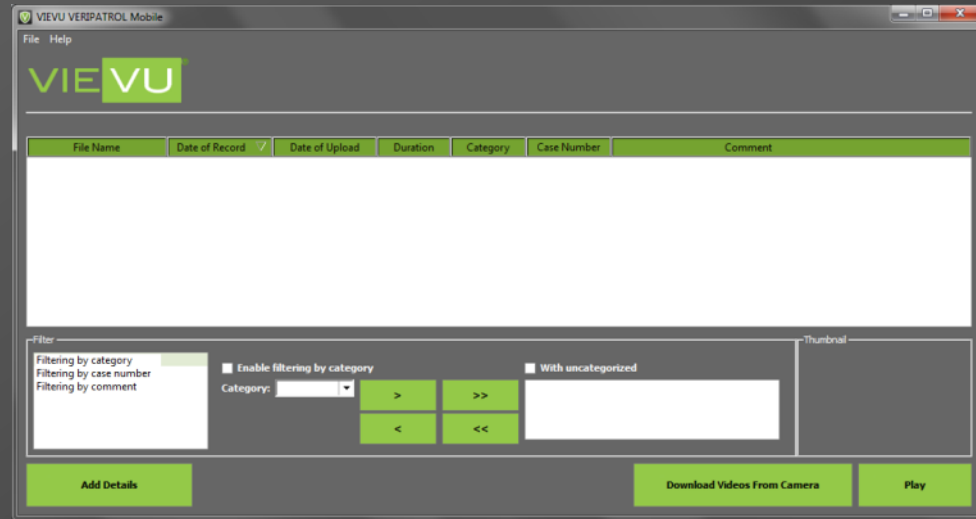
Download, Document and Review Video from the Patrol Car.

## How to Download:

1. Connect Camera to Cable and **Turn On**
2. Click the 'Download Videos From Camera' button.

Watch Video by Clicking the 'Play' Button

Add Metadata by Clicking the "Add Details" button



# VERIPATROL - Mobile

## Mobile:

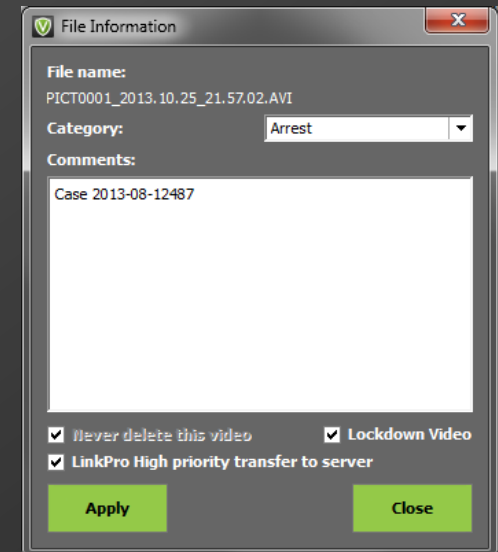
Video Downloaded to Mobile will be Stored on the Computer until Wirelessly Transferred to Headquarters

## 3 Video Priority Levels:

**Normal** = Video Available for 1 Hour

**High** = Video Available for 1 Hour, Transferred before Normal priority.

**Emergency** = Video Transferred Immediately.



# VERIPATROL - Client

## Client:

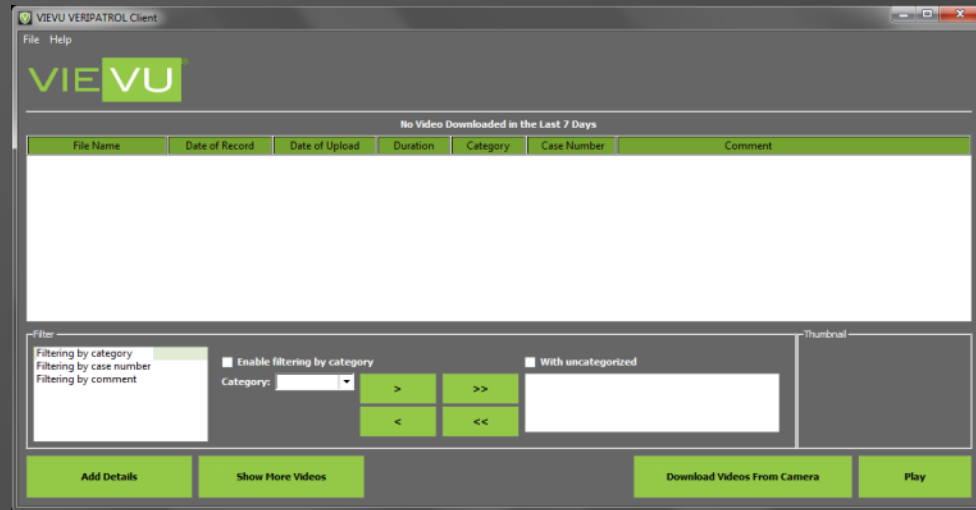
Download, Document and Review Video from Inside the Police Department. Software is identical to Mobile

## How to Download:

1. Connect Camera to Cable and **Turn On**
2. Click the 'Download Videos From Camera' button.

Watch Video by Clicking the 'Play' Button

Add Metadata by Clicking the "Add Details" button



# LE3 - The Best

## Rugged, Waterproof, Lightweight Design



### LE3

Drop Tested from 10ft

2.8oz

3"×2.1"×.85"

1 Simple Sliding Switch

4 Year Battery Life Expectancy

Waterproof (IPX5): Jets of Water from all Directions (360°)



### Competition

Drop Tested from 6ft

3.5oz = 20% Heavier

3.3" x 2.6" x .79" = 20% Larger

2 Switches with 'Double Tap' to Record

2 Year Battery Life Expectancy

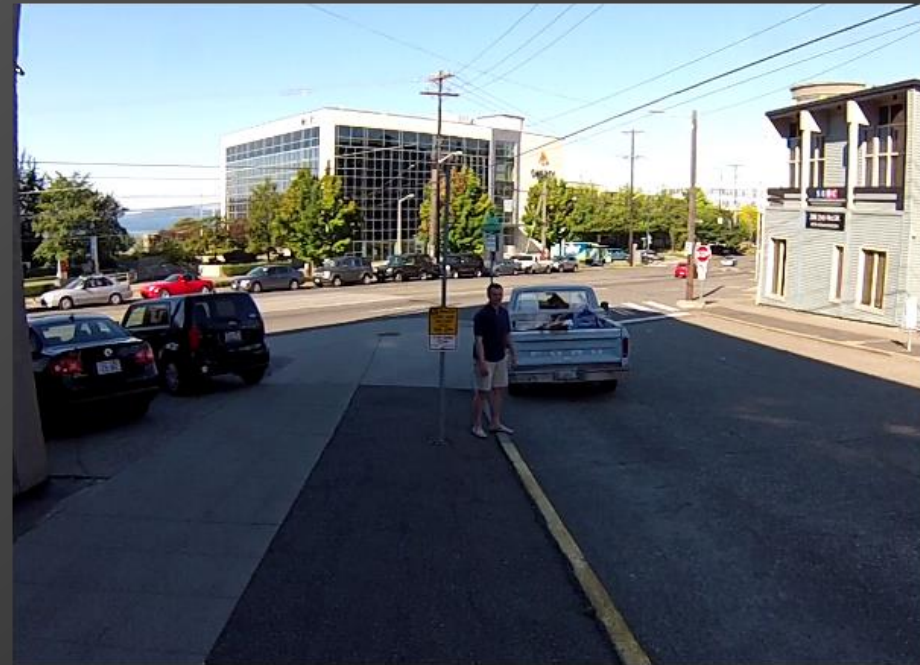
Not Waterproof (IPX2): Dripping Water When Tilted Up To 15°

# LE3 - The Best

## Field of View



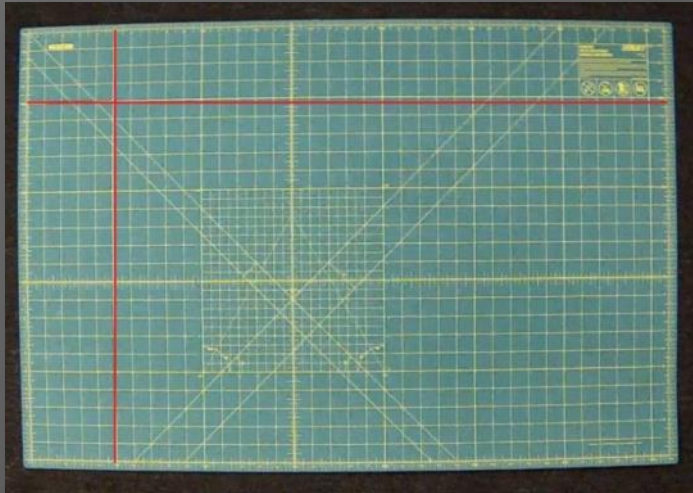
Competitor 130° - Unable to Read License Plate, See Dog or Identify Subject



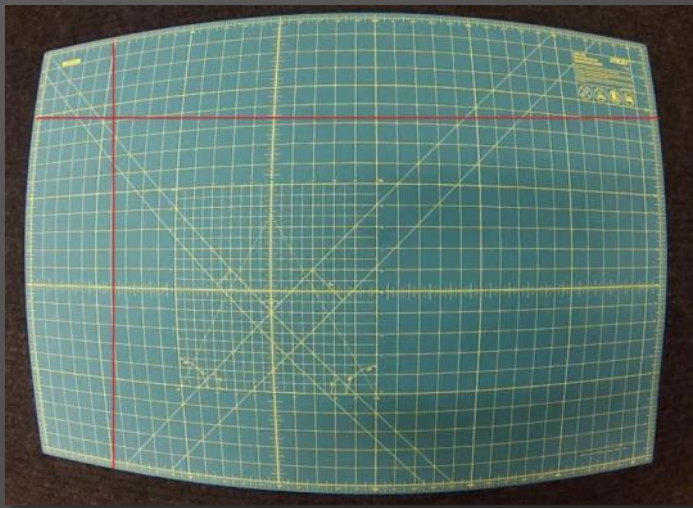
LE3 68° - Read License Plate, See Dog in Vehicle and Identify Subject

# LE3 - The Best

## Field of View Distortion



68°



130°

VIEVU Selects the **BEST** Field of View to Maximize the Value of the **Evidence** being Collected

**PRIMEAU** FORENSICS  
IDENTIFY | CLARIFY | TESTIFY

**Statement:**

**Widening the field of view (FOV) beyond 100 degrees distorts the image by stretching the pixels making them unreliable for forensic investigation. The best 640 X 480 resolution results occur when the field of view is between 65-75 degrees. A video camera with a field of view larger than 100 degrees must have a resolution larger than 640 X 480 to maintain the maximum evidentiary value of the recorded video.**

**Increasing the field of view requires a larger resolution image that includes more pixels reducing the distortion effect.**

**Edward J Primeau RI, CFC  
Chief Forensic Expert  
Primeau Forensics**

# LE3 - The Best

## Pre-Event Recording - Why Don't We?

Pre-event recording when used in body worn cameras can create serious legal and liability issues for the Department while increasing file storage costs.

When the Officer does not have direct control over the start/stop of the recording, **the Officer may accidentally record in a location that is illegal** (I.E. Officer used the bathroom or changing room before recording).

The Officer may accidentally record a situation that could **call into question why the Officer did not have the camera recording** (I.E. Officer talking with an informant or fellow Officer).

All video files created will be **larger in size and require more storage capacity**. Even 15 or 30 seconds of pre-event for each video will add a significant amount of data that needs to be stored.

# Questions

Thank You

**James Hillary**

Regional Sales Manager- Western US  
James@viewu.com

**206-399-9490**







**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item E.4.**

## **NEXT RISK MANAGEMENT COMMITTEE MEETING RESCHEDULE**

### **ACTION ITEM**

**ITEM:** The Executive Committee has recommended holding a Long Range Planning Session prior to the Board of Directors meeting on December 11, 2014 which will result in the rescheduling of the Risk Management Committee meeting on December 11, 2014. The Committee will be asked to discuss the rescheduling of the next Risk Management Committee meeting.

**FISCAL IMPACT:** None.

**RECOMMENDATION:** Program Consultants recommend rescheduling the December 11, 2014 Risk Management Committee for January 8, 2014 and to include a Loss Analysis Review as well as a Risk Management Training Session.

**BACKGROUND:** None.

**ATTACHMENTS:** None.



**Risk Management Committee Meeting  
October 9, 2014**

**Agenda Item E.5.**

## **ROUND TABLE DISCUSSION**

### **INFORMATION ITEM**

**ISSUE:** The floor will be open to the Committee for discussion.

**RECOMMENDATION:** None.

**FISCAL IMPACT:** None.

**BACKGROUND:** The item is to the Committee members for any topics or ideas that members would like to address.

**ATTACHMENT(S):** None.

# Northern California Cities State Self Insurance Fund

## Travel Reimbursement Expense Form

Member Representative: \_\_\_\_\_

Entity: \_\_\_\_\_

Payee Address: \_\_\_\_\_

Meeting or Committee: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Location of Meeting: \_\_\_\_\_

Total Mileage: \_\_\_\_\_

Payment Made to: 

|  |
|--|
|  |
|  |

 \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_