



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND RISK MANAGEMENT COMMITTEE MEETING AGENDA

DATE/TIME: Thursday, April 22, 2020 at 9:00 am

A - Action
I - Information

LOCATION: Zoom Teleconference
Call-in Number: 669-900-6833
Meeting ID: 997 0107 1161

1 - Attached
2 - Hand Out
3 - Separate Cover
4 - Verbal

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. ROLL CALL

C. PUBLIC COMMENTS

This time is reserved for members of the public to address the Committee on matters pertaining to NCCSIF that are of interest to them.

pg. 3 **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. 4 1. Minutes of the Risk Management Committee Meeting –December 10, 2020

E. COMMITTEE BUSINESS

pg. 7 1. **2020/2021 Program Year Risk Control Services Update**

I 1

Dave Beal from Sedgwick will present an update on the services Sedgwick provided during the 2020/2021 program year.

pg. 32 2. **Staffing Update**

I 4

Members will receive a Risk Control staffing update from Sedgwick.



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- | | | |
|--------|---|------------|
| pg. 33 | <p>3. Proposed Risk Control Service Plan for 2021/2022 Program Year
<i>Sedgwick will present an overview of the proposed Risk Control Service Plan for the 2021/2022 program year and encourage members to provide suggestions regarding goals and deliverables.</i></p> | A 1 |
| pg. 55 | <p>4. Safety Award Program
<i>Members will be asked to review a proposed Safety Award Program and provide a recommendation or direction regarding its implementation.</i></p> <p>5. Police Risk Management Committee (PRMC)</p> | A 1 |
| pg. 60 | <p>a. PRMC Update
<i>Tom Kline from Sedgwick Risk Control will provide a summary of the last two Police Risk Management Committee Meetings.</i></p> | I 1 |
| pg. 62 | <p>b. PRMC Grant Fund Usage Report and Request
<i>The Program Administrators will provide an update of grant usage by police agencies and funding request for FY 21/22.</i></p> | A 1 |
| pg. 65 | <p>6. FY 21/22 Risk Control Services Budget
<i>Marcus Beverly from Alliant will present the draft budget for risk services for review and recommendation to the Board of Directors.</i></p> | A 1 |
| pg. 68 | <p>7. Round Table Discussion
<i>This is an opportunity for Committee members to ask questions or raise issue on risk exposures common to the members.</i></p> | I 4 |

F. ADJOURNMENT

UPCOMING MEETINGS

- Police Risk Management Committee Meeting - May 6, 2021
- Greg Fox – Impact of AB 392 Police Criminal and Civil Liability Training – May, 6 2021
- Claims Committee Meeting - May 27, 2021
- Executive Committee Meeting - May 27, 2021
- Board of Directors Meeting – June 17, 2021

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 Jenna Wirkner at Alliant Insurance Services at (916) 643-2741.

The Agenda packet will be posted on the NCCSIF website at www.nccsif.org. Documents and material relating to an open session agenda item that are provided to the NCCSIF Risk Management Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 2180 Harvard Street, Suite 460, 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.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

ISSUE: The Risk Management Committee (RMC) reviews and approves items on the Consent Calendar as a whole. If an item requires clarification or discussion a Member should ask that it be removed for separate action. The Committee should then consider action to approve the Consent Calendar excluding those items removed. Any items removed from the Consent Calendar will be placed later on the agenda in an order determined by the Chair.

RECOMMENDATION: Review and approve the Consent Calendar.

FISCAL IMPACT: None

BACKGROUND: The Committee regularly places the minutes of previous meetings on the Consent Calendar for approval, as well as any other routine items that generally do not require discussion.

ATTACHMENT(S): Minutes of the Risk Management Committee Meeting – December 10, 2020



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
WEBEX TELECONFERENCE
DECEMBER 10, 2020**

COMMITTEE MEMBERS PRESENT

Rachel Ancheta, City of Dixon
Stephanie Van Steyn, City of Galt
Jennifer Styczynski, City of Marysville
Liz Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Andy Schiltz, City of Rocklin

Jim Ramsey, City of Elk Grove
Dalacie Blankenship, City of Jackson
Loree McCay, City of Nevada City
Crystal Peters, Town of Paradise
Jose Jasso, City of Rio Vista
Spencer Morrison, City of Yuba City

OTHER MEMBERS PRESENT

Julie Rucker, City of Elk Grove (Alternate)

Susan Walter, City of Folsom

COMMITTEE MEMBERS ABSENT

Liz Cottrell, City of Anderson
Toni Benson, City of Colusa
Elisa Arteaga, City of Gridley
Veronica Rodriguez, City of Lincoln
Wayne Peabody, City of Willows

Christina Shafer, City of Auburn
Kristina Miller, City of Corning
Lori McGraw, City of Ione
Sandy Ryan, City of Red Bluff

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Raychelle Maranan, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services

Dori Zumwalt, Sedgwick
Dave Beal, Sedgwick
Tom Kline, Sedgwick

A. CALL TO ORDER

Chair Liz Ehrenstrom called the meeting to order at 9:06 a.m.

B. ROLL CALL

Roll call was made and the majority of the members were present constituting a quorum.

C. PUBLIC COMMENTS

There were no public comments.

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting - April 23, 2020



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
WEBEX TELECONFERENCE
DECEMBER 10, 2020**

A motion was made to approve the Consent Calendar as posted.

MOTION: Dave Warren

SECOND: Jim Ramsey

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ancheta, Ramsey, Van Steyn, Blankenship, Styczynski, McCay, Ehrenstrom, Peters, Warren, Jasso, Schiltz, Morrison

Nays: None

E. GENERAL RISK MANAGEMENT ISSUES

The Committee had an in-depth discussion on COVID-19 testing for employees. Ms. Rachel Ancheta from the City of Dixon discussed a testing service they have used. They have had issues with Kaiser wanting them to file a Workers Compensation claim to get a COVID-19 test. The tests are done by individual staff members; the staff will take the test and send in the swab to get the results within 24-48 hours. Dignity Health in Woodland is not set-up to do the testing at the facility and Kaiser has made it difficult to get testing done for employees. Julie Rucker from the City of Elk Grove mentioned Project Baseline that is a free testing organization.

Mr. Spencer Morrison asked if other cities are doing anything for employees' children that don't have anywhere to go during the day. The City of Yuba City is working to organize a program with the parks and recreation department for City employees' children. Members discussed trying to reach out to employees for a similar camp but had little interest from staff. Some are still doing part time distance learning.

Members discussed the Cal/OSHA regulation relating to COVID-19. Members are encouraged to reach out to Mr. Dave Beal from Sedgwick if they need help with the new regulations.

Stephanie Van Steyn joined the meeting at 9:21 a.m.

F. COMMITTEE BUSINESS

F.1. Trending Reports for Workers' Compensation and Liability Claims

Ms. Dori Zumwalt of Sedgwick presented an overview of NCCSIF 2015-20 claim trends and an analysis of the top loss exposures for both the Workers' Compensation and Liability Programs.

F.2. Sedgwick Risk Control Services Update

Mr. Dave Beal updated the Committee on the services Sedgwick provided to the members during the 2020/21 program year to date. The Focused Risk Assessments were completed for FY 19/20 for all members in March. Sedgwick will provide members with draft resolutions, policies, and programs related to their focused risk assessment. Members are encouraged to reach out to Mr. Dave Beal at Sedgwick if they need help with any of the Risk Services on the Risk Scorecard.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
WEBEX TELECONFERENCE
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F.3. NCCSIF FY 20/21 Risk Control Service Plan

Mr. Dave Beal reviewed the Service Plan for the remainder of FY 20/21. He is focusing on completing Risk Assessment Action items and COVID CalOSHA requirements, ergonomic evaluations and trainings. The trainings offered by Sedgwick can mostly be done virtually. Members are encouraged to reach out if you would like to have any of the virtual trainings.

If you do have any specialized webinars that your or your staff would like to attend please reach out to Mr. Dave Beal or Mr. Tom Kline.

F.4. Police Risk Management Committee Update

Mr. Tom Kline gave a brief overview of the Trainings the PRMC hosted during the year and topics discussed at the meetings.

Mr. Dave Beal suggested that we start hosting a few virtual trainings for all NCCSIF members and use training topics that a majority of members would be interested in.

F.5. Wildfire Risk Management Resources and Best Practices

Mr. Beverly reviewed the Wildfire Risk Management Resources and Best Practices. Corelogic is hosting a Webinar at noon today and we encourage all members to attend.

A motion was made to continue sharing Wildfire Risk Management Resources and Best Practices

MOTION: Andy Schiltz

SECOND: Jose Jasso

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ancheta, Ramsey, Van Steyn, Blankenship, Styczynski, McCay, Ehrenstrom, Peters, Warren, Jasso, Schiltz, Morrison

Nays: None

G. ADJOURNMENT

The meeting was adjourned at 10:24 a.m.

Next Meeting Date: April, 2021

Respectfully Submitted,

Jennifer Styczynski, Secretary

Date



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.1.

2020/2021 PROGRAM YEAR RISK CONTROL SERVICES UPDATE

INFORMATION ITEM

ISSUE: Dave Beal will present an update on the services Sedgwick has provided during the 2020/2021 program year.

Focused Risk Assessment

Staff completed the FY 2019/20 Risk Management Focused Assessments for all members. Members were sent sample programs and policies that were identified in the Focused Assessment. Staff continues to work with members in finalizing these programs and policies.

Member Services

Members were allocated three days of risk control services to assist with implementing an effective safety program. Services included on-site inspections, Cal/OSHA and Best Practices program and policy development, workplace training, ergonomic evaluations, and more.

Virtual Regional Training Workshops:

Virtual regional training workshops were conducted for Temporary Work Zone and Flagger Operations, Mandated Reporter and Assertive Communication.

COVID-19 Resources

Staff assisted members in developing Cal/OSHA mandated IIPP Supplements, COVID-19 Prevention Plans and COVID-19 site inspections.

Additional Services and Resources

Members had access to unlimited phone and email consultation.

Members also had unlimited access to the Sedgwick Risk Control website resources at: <http://riskcontrol.sedgwick.com>. The site includes:

- **On-line Streaming Videos** - Members have access to over 400 on-line streaming videos to help comply with OSHA and other regulatory training requirements. Sedgwick-produced videos are also developed on key safety topics.
- **Safety Publications** - Sedgwick Risk Control has developed customized safety publications that provide guidance on a range of topics from OSHA regulatory updates to safety training resources for employees. The publications are written in an interesting and informative manner, nicely designed, and ready for distribution.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.1. (continued)

- **Webinars** - Sedgwick Risk Control conducts live webinars on a range of safety and risk management topics. All webinars are recorded and currently the library has over 40 topics to choose from.
- **Sample Programs, Forms, and Checklists** - Up to date sample safety programs, forms, and checklists were available in a streamlined, yet comprehensive manner. These documents are in Word or Excel format so they can be easily customized by each member.

FISCAL IMPACT: None.

RECOMMENDATION: None – Information Only.

BACKGROUND: NorCal Cities contracts with Sedgwick for risk control services, including risk assessments based on the pool's Best Practices and follow up to help members achieve them. They also provide on-site support for inspections, training, and other services as needed.

ATTACHMENTS:

1. 2020/2021 Risk Management Focused Assessment Summary
2. Member Services Summary Report July 1, 20120 – April 1, 2021
3. Risk Control Scope of Services



2019/2020 Risk Management Assessment Scorecard Summary

As of date: 3/31/20

	Risk Management Framework	Injury & Illness Prevention Program	ADA Compliance	Driver & Vehicle Use Safety	Ergonomics Injury Management	Sidewalk Liability Management	Urban Forest Management	Volunteer Risk Management	Special Events Management
Anderson	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●
Nevada City*	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●

*Nevada City is PARSAC member for liability and did not answer questions regarding Sidewalk Liability or Urban Forest. Volunteered answers in other liability exposures were scored.

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

1 RISK MANAGEMENT FRAMEWORK	
1-1	Executive Management has developed a Risk Management Policy that supports an effective risk management structure designed to protect employees and reduce costs associated with liability and workers' compensation losses.
1-2	The City Council has adopted a resolution supporting the Risk Management Policy.
1-3	The NCCSIF Board and Risk Management Committee members have reviewed the updated NCCSIF Risk Management Policies & Procedures Manual.
1-4	A Safety/Risk Management Committee has been formed to assist with effectively implementing the City's Injury & Illness Prevention program and risk management program. The committee provides regular progress reports to Senior Management.
1-5	The City conducts an analysis of liability and workers' compensation losses to identify trends and loss reduction measures.
1-6	A risk control plan is developed with measurable loss reduction goals.
1-7	A system is in place to immediately report and investigate workers' compensation and liability claims to control claims costs.
1-8	Return-To-Work program is in place to aid in employee recovery and reduce claim costs.
1-9	The City utilizes the available NCCSIF risk management and safety resources.

	1-1	1-2	1-3	1-4	1-5	1-6	1-7	1-8	1-9
Anderson	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

2 INJURY & ILLNESS PROGRAM IMPLEMENTATION	
2-1	A current program has been developed that contains the Cal/OSHA required elements
2-2	An IIPP Administrator, who has the authority to implement the program, has been designated.
2-3	Responsibilities have been identified for managers, supervisors, and employees.
2-4	All employees are held accountable for the completion of their safety duties as part of their performance review.
2-5	A system for communicating hazards to employees and receiving employee feedback on safety concerns is in place. Examples include training, postings, communication, hazard reporting procedures, and safety committees.
2-6	Methods to enforce safety rules and regulations are in place and utilized.
2-7	Procedures for identifying workplace hazards are in place, including hazard assessments, documented inspections, and observation of work practices.
2-8	A system to correct unsafe conditions is in place.
2-9	A documented accident investigation process is in place that includes root cause analysis, manager review, and corrective action follow-up.
2-10	Training or other effective methods are used to ensure employees are aware of safety policies, programs, procedures, and tasks.
2-11	All IIPP activities are documented and records are maintained as required by Cal/OSHA.

	2-1	2-2	2-3	2-4	2-5	2-6	2-7	2-8	2-9	2-10	2-11
Anderson	●	●	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

3 ADA COMPLIANCE	
3-1	A self-evaluation of programs and facilities has been conducted per ADA requirements.
3-2	A transition plan has been completed to bring noncompliant programs and facilities into compliance.
3-3	There is a process in place to ensure all new construction, alterations, and additions meet current accessibility standards.
3-4	A procedure is in place for filing complaints related to compliance with ADA requirements.
3-5	A qualified individual has been assigned to coordinate ADA compliance requirements.
3-6	Budget and development plans include budgeting for ADA compliance projects.

	3-1	3-2	3-3	3-4	3-5	3-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

4 DRIVER & VEHICLE USE SAFETY	
4-1	The City has a written program in place that establishes vehicle use, vehicle maintenance, use of personal vehicles during City business, driver selection criteria, and defensive driver requirements.
4-2	All employees who are required to drive in the course of their employment are placed in the Department of Motor Vehicles' Employee Pull Notice Program.
4-3	Acceptable driver criterion mirrors the requirements in RM-2.
4-4	Maintenance records are maintained to meet relevant standards and warranties.
4-5	The program includes defensive driver techniques and safe practices on the use of hands free electronic devices and distracted driving.
4-6	Employees and supervisors who regularly drive on City business are trained on the City's program and procedures at hire and annually thereafter.

	4-1	4-2	4-3	4-4	4-5	4-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

5 ERGONOMIC INJURY MANAGEMENT	
5-1	The City has developed an ergonomics program to assist in the identification, prevention, and control of exposure to ergonomic risk factors (awkward postures, repetitive motion, forceful exertion, contact stress, and vibration). https://www.dir.ca.gov/title8/5110.html
5-2	High risk positions are identified by utilizing worksite evaluations, job hazard analyses, employee input, and loss data.
5-3	Once the risk factors are identified the City works at developing controls measures.
5-4	A system is in place for employees to report discomfort and/or symptoms of musculoskeletal problems and for the City to identify ergonomic solutions.
5-5	All employees are trained to recognize work-related ergonomic risk factors. High-risk employees are trained on their specific ergonomic risk factors and control measures.

	5-1	5-2	5-3	5-4	5-5
Anderson	●	●	●	●	●
Auburn	●	●	●	●	●
Colusa	●	●	●	●	●
Corning	●	●	●	●	●
Dixon	●	●	●	●	●
Elk Grove	●	●	●	●	●
Folsom	●	●	●	●	●
Galt	●	●	●	●	●
Gridley	●	●	●	●	●
Ione	●	●	●	●	●
Jackson	●	●	●	●	●
Lincoln	●	●	●	●	●
Marysville	●	●	●	●	●
Nevada City	●	●	●	●	●
Oroville	●	●	●	●	●
Paradise	●	●	●	●	●
Placerville	●	●	●	●	●
Red Bluff	●	●	●	●	●
Rio Vista	●	●	●	●	●
Rocklin	●	●	●	●	●
Willows	●	●	●	●	●
Yuba City	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

6 SIDEWALK LIABILITY MANAGEMENT

6-1	Written sidewalk inspection and mitigation procedures are in place. Procedures include a schedule for routine, documented sidewalk inspection and repair.
6-2	A written process is in place to notify property owners to repair sidewalks as allowed by the Municipal Code.
6-3	Follow-up procedures are in place to ensure defects have been mitigated by the property owner within a reasonable period.
6-4	The City has a follow-up procedure to ensure defects have been addressed by marking, barricading, etc. within reasonable periods.
6-5	Photographs are taken and maintained to visually record action taken to guard against contact by the public within a hazardous sidewalk site.
6-6	The City maintains, where feasible, an annual budget to administer the program.
6-7	A sidewalk liability transfer ordinance has been adopted. Alternatively, the City Council has considered and declined to pass such an ordinance.

	6-1	6-2	6-3	6-4	6-5	6-6	6-7
Anderson	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

7 URBAN FOREST MANAGEMENT	
7-1	The City has a written urban forest management plan that includes selection and placement of trees and provides for identification and mitigation of hazards related to trees, shrubs, and vegetation. The plan also includes procedures for periodic inspection, care, maintenance, and complaint/emergency response.
7-2	Urban forest management is under the control and supervision of persons who have the expertise to qualify as urban foresters or arborists. Alternatively, the management plan was created by an expert and managed by the City.
7-3	Inspection and monitoring frequency is prioritized by degree of exposure of the public to vegetation hazards. (i.e.: obscured intersections, parks, playgrounds).
7-4	The City examines and, where feasible, budgets for the cost of tree maintenance, including trimming, removal and replacement as needed.
7-5	The City has adopted an ordinance defining ownership and maintenance responsibilities for trees.

	7-1	7-2	7-3	7-4	7-5
Anderson	●	●	●	●	●
Auburn	●	●	●	●	●
Colusa	●	●	●	●	●
Corning	●	●	●	●	●
Dixon	●	●	●	●	●
Elk Grove	●	●	●	●	●
Folsom	●	●	●	●	●
Galt	●	●	●	●	●
Gridley	●	●	●	●	●
Ione	●	●	●	●	●
Jackson	●	●	●	●	●
Lincoln	●	●	●	●	●
Marysville	●	●	●	●	●
Nevada City	●	●	●	●	●
Oroville	●	●	●	●	●
Paradise	●	●	●	●	●
Placerville	●	●	●	●	●
Red Bluff	●	●	●	●	●
Rio Vista	●	●	●	●	●
Rocklin	●	●	●	●	●
Willows	●	●	●	●	●
Yuba City	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

8 VOLUNTEER RISK MANAGEMENT

8-1	The City has either 1) adopted a resolution extending Workers' Compensation benefits to volunteers or 2) the City Council has considered and declined to extend benefits.
8-2	Volunteers complete applications and undergo screening procedures. Volunteer screen includes criminal background checks if the volunteer works with children, the elderly or disabled.
8-3	Volunteers receive clear direction on the scope of their volunteering duties including a written orientation and training procedures.
8-4	The driving records of volunteers who operate vehicles while volunteering for the City are screened and have no more than four points in the last three years.
8-5	Volunteers who operate personal vehicles while volunteering for the City must provide proof of adequate auto insurance (NCCSIF recommended minimum limits of: 100k/300k/50k)
8-6	Volunteers are advised their own insurance is primary in the event of an accident.
8-7	Volunteers working with children have been trained regarding requirements for mandatory reporting of suspected abuse or neglect.

	8-1	8-2	8-3	8-4	8-5	8-6	8-7
Anderson	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●
*Nevada City	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

9 SPECIAL EVENTS	
9-1	The City has 1) a written process and 2) an application form for applicants who wish to use city facilities and/or host events on public property. (ex: classes, meetings, banquets, outdoor markets, block parties and parades)
9-2	The City requires a written contract and/or permit that includes language that the applicant agrees to defend, indemnify and hold harmless the city, its officials, agents and employees from any and all claims arising from the special event.
9-3	When appropriate, the City requires the applicant to provide proof of insurance including an additional insured endorsement in favor of the city, its officials, agents and employees for any covered claims arising from the event.
9-4	The City utilizes NCCSIF's recommended insurance specifications and requires liability limits of at least \$1 million per occurrence, increasing with the level of risk, with at least \$5 million dedicated limit for any fireworks display or demonstration.
9-5	Special events requiring road closures includes a traffic management plan that is approved by a qualified engineer.
9-6	The participants and/or volunteers of special events that involve risk of injury (ex: sporting activities) are required to sign waivers prior to participation.

	9-1	9-2	9-3	9-4	9-5	9-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
*Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Anderson, City of	Program Development Ergonomic Program	In Progress	Dave Beal
Anderson, City of	Program Development NCCSIF Risk Management Policy	Completed	Dave Beal
Anderson, City of	Program Development Return to Work Policy	In Progress	Dave Beal
Anderson, City of	Program Development Return to Work Program	Completed	Dave Beal
Anderson, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Anderson, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Anderson, City of	Program Development Risk Management Resolution	Completed	Dave Beal
Anderson, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Anderson, City of	Program Development Sidewalk Program	In Progress	Dave Beal
Anderson, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Anderson, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Anderson, City of	Program Development Vehicle Use Policy	In Progress	Dave Beal
Anderson, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Anderson, City of	Program Development Ergonomics	Completed	Dave Beal
Anderson, City of	Program Development IIPP	Completed	Dave Beal
Auburn, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Auburn, City of	Program Development Return to Work	In Progress	Dave Beal
Auburn, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Auburn, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Auburn, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Auburn, City of	Program Development Ergonomics	In Progress	Dave Beal



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Auburn, City of	Program Development IIPP	In Progress	Dave Beal
Corning, City of	Phone & E-mail Consultation COVID-19 Police Use of Masks	Completed	Dave Beal
Corning, City of	Program Development NCCSIF Risk Management Policy	Completed	Dave Beal
Corning, City of	Program Development Return to Work	Completed	Dave Beal
Corning, City of	Program Development Risk Management Resolution	Completed	Dave Beal
Corning, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Corning, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Corning, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Corning, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Corning, City of	Program Development Vehicle Use	Completed	Dave Beal
Corning, City of	Program Development BBP	In Progress	Dave Beal
Corning, City of	Program Development Ergonomics	Completed	Dave Beal
Corning, City of	Program Development Heat Illness	Completed	Dave Beal
Corning, City of	Program Development IIPP	Completed	Dave Beal
Dixon, City of	Assessment Ergonomics	Completed	Dave Beal
Dixon, City of	Consulting Vactor Truck PPE	Completed	Dave Beal
Dixon, City of	Consulting Safety Committee	Completed	Dave Beal
Dixon, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Dixon, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Dixon, City of	Training Site Inspection	Completed	Dave Beal
Elk Grove, City of	Consulting COVID-19 Review Covid-19 Documents	Completed	Dave Beal
Elk Grove, City of	Phone & E-mail Consultation COVID-19 PD Exemptions	Completed	Dave Beal



NCCSIF Member Services Report
July 1, 2020 – April 1, 2021

Client	Activity	Status	Staff
Elk Grove, City of	Phone & E-mail Consultation COVID-19 Quarantine Exemptions for PD	Completed	Dave Beal
Elk Grove, City of	Physical Inspection COVID-19 Site Inspection	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	In Progress	Dave Beal
Folsom, City of	Consulting Playground Inspections	In Progress	Dave Beal
Folsom, City of	Phone & E-mail Consultation COVID-19 Cal/OSHA Complaint	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation COVID-19 Outbreak Reporting	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation COVID-19 Outbreak Response	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation FMCSA Drug & Alcohol Testing	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation Silica Program	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation Training Resources	Completed	Dave Beal
Folsom, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Folsom, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Folsom, City of	Program Development Ergonomics	In Progress	Dave Beal
Folsom, City of	Program Development IIPP	In Progress	Dave Beal
Folsom, City of	Training Aerial & Fork Lifts	In Progress	Dave Beal
Galt, City of	Phone & E-mail Consultation Sidewalk Liability	Completed	Dave Beal
Galt, City of	Physical Inspection Confined Space	In Progress	Dave Beal
Galt, City of	Program Development Return to Work	In Progress	Dave Beal
Galt, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Galt, City of	Program Development Urban Forest Management	In Progress	Dave Beal



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Galt, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Galt, City of	Program Development Ergonomics	In Progress	Dave Beal
Galt, City of	Program Development Sidewalks	In Progress	Dave Beal
Gridley, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Gridley, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Gridley, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Gridley, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Gridley, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Gridley, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Gridley, City of	Program Development WC Volunteer Resolution	In Progress	Dave Beal
Gridley, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Gridley, City of	Program Development Ergonomics	In Progress	Dave Beal
Gridley, City of	Program Development IIPP	Completed	Dave Beal
Gridley, City of	Training Risk Management 101	Completed	Dave Beal
Ione, City of	Program Development Return to Work	In Progress	Dave Beal
Ione, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Ione, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Ione, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Ione, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Ione, City of	Program Development Ergonomics	In Progress	Dave Beal
Jackson, City of	Phone & E-mail Consultation Risk Control Resources	Completed	Dave Beal
Jackson, City of	Program Development NCCSIF Volunteer Resolution	In Progress	Dave Beal



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Jackson, City of	Program Development Return to Work	In Progress	Dave Beal
Jackson, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Jackson, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Jackson, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Jackson, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Jackson, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Jackson, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Jackson, City of	Program Development Ergonomics	In Progress	Dave Beal
Jackson, City of	Program Development IIPP	In Progress	Dave Beal
Jackson, City of	Training Traffic Control & Flagging	Completed	Dave Beal
Lincoln, City of	Phone & E-mail Consultation COVID-19 IDORP Plan	Completed	Dave Beal
Lincoln, City of	Phone & E-mail Consultation COVID-19 Training & Program	Completed	Dave Beal
Lincoln, City of	Program Development COVID 19 IDOR Plan Review	Completed	Dave Beal
Lincoln, City of	Program Development MEWP Fall Rescue Plan	Completed	Dave Beal
Lincoln, City of	Program Development Return to Work	In Progress	Dave Beal
Lincoln, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Lincoln, City of	Program Development Risk Management Policy Ordinance	In Progress	Dave Beal
Lincoln, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Lincoln, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Lincoln, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Lincoln, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Lincoln, City of	Program Development Volunteer WC Benefits Resolution	In Progress	Dave Beal



NCCSIF Member Services Report
July 1, 2020 – April 1, 2021

Client	Activity	Status	Staff
Lincoln, City of	Program Development ATD Fire	In Progress	Dave Beal
Lincoln, City of	Program Development ATD Police	In Progress	Dave Beal
Lincoln, City of	Program Development BBP	In Progress	Dave Beal
Lincoln, City of	Program Development Ergonomics	In Progress	Dave Beal
Lincoln, City of	Program Development IIPP Review of IIPP	In Progress	Dave Beal
Lincoln, City of	Program Development Respiratory Protection Program	In Progress	Dave Beal
Lincoln, City of	Training NCCSIF Risk Management 101	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts Forklift Train-the-Trainer	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts MEWP Train-the Trainer	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts MEWP Train-the-Trainer	Completed	Dave Beal
Lincoln, City of	Training BBP	In Progress	Dave Beal
Marysville, City of	Phone & E-mail Consultation COVID-19 Opening Council Meetings	Completed	Dave Beal
Marysville, City of	Phone & E-mail Consultation Risk Management Policy for Financial Statements	Completed	Dave Beal
Marysville, City of	Phone & E-mail Consultation IIPP	Completed	Dave Beal
Marysville, City of	Physical Inspection Fleet Shop	Completed	Dave Beal
Marysville, City of	Program Development Return to Work	In Progress	Dave Beal
Marysville, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Marysville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal



NCCSIF Member Services Report
July 1, 2020 – April 1, 2021

Client	Activity	Status	Staff
Marysville, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Marysville, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Marysville, City of	Program Development Urban Forest Management Policy Ordinance	In Progress	Dave Beal
Marysville, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Marysville, City of	Program Development Ergonomics	In Progress	Dave Beal
Nevada City, City of	Program Development Return to Work	In Progress	Dave Beal
Nevada City, City of	Program Development Ergonomics	In Progress	Dave Beal
Nevada City, City of	Program Development IIPP	In Progress	Dave Beal
Northern California Cities Self Insurance Fund	Regional Training Mandated Reporter Training	Completed	Dave Beal
Northern California Cities Self Insurance Fund	Regional Training Traffic Control & Flagging	Completed	Dave Beal
Northern California Cities Self Insurance Fund	Regional Training Traffic Control & Flagging	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19 - Employee Notification Letter	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19 CCP	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19 Screening	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19 Screening	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation COVID-19 Vaccinations	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation Wildfire Smoke - N95 Use	Completed	Dave Beal
Oroville, City of	Program Development COVID-19 Program	In Progress	Dave Beal
Oroville, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Oroville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Oroville, City of	Program Development Ergonomics	In Progress	Dave Beal



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Oroville, City of	Program Development Heat Illness	In Progress	Dave Beal
Oroville, City of	Program Development IIPP	In Progress	Dave Beal
Oroville, City of	Training IIPP	Completed	Dave Beal
Paradise, Town of	Phone & E-mail Consultation COVID 19 - Notification	Completed	Dave Beal
Paradise, Town of	Phone & E-mail Consultation COVID-19	Completed	Dave Beal
Paradise, Town of	Phone & E-mail Consultation COVID-19 CPP and Employee Notification	Completed	Dave Beal
Paradise, Town of	Phone & E-mail Consultation COVID-19 Employee Notification	Completed	Dave Beal
Paradise, Town of	Program Development Return to Work	In Progress	Dave Beal
Paradise, Town of	Program Development Risk Management Policy	In Progress	Dave Beal
Paradise, Town of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Paradise, Town of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Paradise, Town of	Program Development Urban Forest Management	In Progress	Dave Beal
Paradise, Town of	Program Development Ergonomics	In Progress	Dave Beal
Paradise, Town of	Program Development Hazard Communication	In Progress	Dave Beal
Paradise, Town of	Program Development Heat Illness	In Progress	Dave Beal
Paradise, Town of	Program Development IIPP IIPP Review	In Progress	Dave Beal
Paradise, Town of	Training Traffic Control & Flagging *	Completed	Dave Beal
Placerville, City of	Consulting Public Works Safety Requirements	Completed	Dave Beal
Placerville, City of	Consulting Risk Control Services	Completed	Dave Beal
Placerville, City of	Program Development Return to Work	In Progress	Dave Beal
Placerville, City of	Program Development Risk Management Policy	In Progress	Dave Beal



**NCCSIF Member Services Report
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Client	Activity	Status	Staff
Placerville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Placerville, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Placerville, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Placerville, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Placerville, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Placerville, City of	Program Development WC Volunteer Benefits Resolution	In Progress	Dave Beal
Placerville, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Placerville, City of	Program Development Ergonomics	In Progress	Dave Beal
Placerville, City of	Program Development IIPP IIPP Update	In Progress	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Asbestos Training	Completed	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation COVID-19 Disinfectant Wipes	Completed	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Risk Control Services	Completed	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Wildfire Smoke Policy	Completed	Dave Beal
Red Bluff, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Red Bluff, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Red Bluff, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Red Bluff, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Red Bluff, City of	Program Development Urban Forest Liability Ordinance	In Progress	Dave Beal
Red Bluff, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Red Bluff, City of	Program Development WC Volunteer Resolution	In Progress	Dave Beal
Red Bluff, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Red Bluff, City of	Program Development Ergonomics	In Progress	Dave Beal



**NCCSIF Member Services Report
July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Rio Vista, City of	Phone & E-mail Consultation COVID-19 Reporting Requirements	Completed	Dave Beal
Rio Vista, City of	Phone & E-mail Consultation IIPP IIPP & COVID-19 Supplement	Completed	Dave Beal
Rio Vista, City of	Program Development Return to Work	In Progress	Dave Beal
Rio Vista, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Rio Vista, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Rio Vista, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Rio Vista, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Rio Vista, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Rio Vista, City of	Program Development WC Volunteer Benefits Resolution	In Progress	Dave Beal
Rio Vista, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Rio Vista, City of	Program Development Ergonomics	In Progress	Dave Beal
Rio Vista, City of	Program Development IIPP IIPP Update	In Progress	Dave Beal
Rocklin, City of	Consulting Emergency Response Management EAP Plan	In Progress	Dave Beal
Rocklin, City of	Phone & E-mail Consultation N95 Fit Testing	Completed	Dave Beal
Rocklin, City of	Phone & E-mail Consultation N95 for Wildfire Smoke	Completed	Dave Beal
Rocklin, City of	Phone & E-mail Consultation PPE	Completed	Dave Beal
Rocklin, City of	Physical Inspection Corp Yard Inspection	Completed	Dave Beal
Rocklin, City of	Program Development Corp Yard Inspection Forms	Completed	Dave Beal
Rocklin, City of	Program Development Return to Work	In Progress	Dave Beal
Rocklin, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Rocklin, City of	Program Development Emergency Response Management	In Progress	Dave Beal
Rocklin, City of	Program Development Ergonomics	In Progress	Dave Beal



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July 1, 2020 – April 1, 2021**

Client	Activity	Status	Staff
Rocklin, City of	Program Development Sidewalks Sidewalk Management Program	In Progress	Dave Beal
Willows, City of	Program Development Return to Work	In Progress	Dave Beal
Willows, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Willows, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Willows, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Willows, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Willows, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Willows, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Willows, City of	Program Development Ergonomics	In Progress	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Cal/OSHA Reporting	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Face Shields	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Form 301 Provided to Union	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Quarantine Criteria	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Reporting	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Vaccinations	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Vaccinations	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Flu Shot Contract Review	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Mountain Lion Sighting Signs	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Wild Fire Smoke	Completed	Dave Beal
Yuba City, City of	Program Development COVID-19 Control Program Review	Completed	Dave Beal
Yuba City, City of	Program Development COVID-19 Day Camp Safety Protocols	Completed	Dave Beal



NCCSIF Member Services Report
July 1, 2020 – April 1, 2021

Client	Activity	Status	Staff
Yuba City, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Yuba City, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Yuba City, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal

Activity
Specialty
Client Description Project Status Owner

Exhibit A

SCOPE OF SERVICES

Services will be coordinated with the NCCSIF Risk Management Committee, and at its direction, annual services will include:

Focused Risk Assessments/Action Plan - \$27,280 (22 members, one service day/member @ \$1,240/service day)

Conduct a focused risk assessment for each member including discussion on member's specific needs, develop action plans and review the available risk control resources. Maintain and update the member's progress and scorecard throughout the year.

Member Services - \$81,840 (22 members, 3 service days/member @ \$1,240/service day)

Provide the equivalent of three days (provided in half day and/or full day increments) of risk management and risk control services to each member; facilitate Risk Management 101 for Supervisors and Managers; and, provide risk control services orientations to new risk management committee members. Risk management and risk control services may include assisting with best practice recommendations identified in the risk assessments, providing on-site training, participating/facilitating in committee meetings, ergonomic evaluations, developing written programs/policies, inspecting facilities, providing incident root cause and trend analysis, and other consulting services.

NCCSIF Meetings - \$21,000 (6 meetings/year @ flat rate \$3,500/meeting)

At least one Bickmore staff will prepare, attend and participate in the meetings which may include:

- Risk Management Committee
- Police Risk Management Committee
- Executive Committee (when CLIENT requested)
- Board of Directors meeting (when CLIENT requested)

Pricing includes staff time for staff report development, analysis/research of topics, training coordination, agenda preparation, meeting attendance, travel time, and expenses.

Phone and Email Consultation - \$22,320 (1.5 service days/month @ \$1,240/service day)

Provide members with unlimited access to a risk control professional for technical information and guidance. This service provides one central resource to help answer questions about occupational safety and health, risk management and CLIENT best practices.

Safety Communication/Resource Development - \$7,440 (6 service days @ \$1,240/service day)

Timely safety topic information will be provided to NCCSIF members on a regular basis. In addition the Bickmore website will be updated regularly, and links will be provided in the safety communication.

Training Coordination - \$18,600 (15 service days @ \$1,240/service day)

Coordination of member services and eight regional trainings per year (four topics offered in a Northern and Southern member location). Service may include topic research, trainer and location selection, announcements, electronic registration management, materials development, coordination and facilitation of services and/or attendance and participation at training.

Bickmore Risk Control Website Resources - (no additional cost)

Members will have unlimited access to all the resources available on the Bickmore Risk Control website which includes over 300 on-line streaming videos, hundreds of safety training handouts and risk management regulatory publications, recorded safety webinars, sample programs, forms, and checklists. Members will also receive invitations to participate in all live webinars.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.2.

**STAFFING UPDATE
INFORMATION ITEM**

ISSUE: Dave Beal will be retiring from Sedgwick on May 7, 2021.

Due to Mr. Beal's retirement, he will be relinquishing his role as the NCCSIF Risk Control Manager effective May 7, 2021. Ms. Enriqueta (Henri) Castro, will be assuming the role as Interim Risk Control Manager until a permanent replacement is found. Ms. Castro has over 20 years of risk control experience and has previously served as the NCCSIF Risk Control Manager.

Mr. Beal and Ms. Castro will be present to answer any questions regarding the staffing update.

FISCAL IMPACT: None.

BACKGROUND: NCCSIF contracted with Sedgwick (formerly Bickmore, York) since January 1, 2012 to provide risk control services.

RECOMMENDATION: None

ATTACHMENT(S): None



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.3.

**PROPOSED RISK CONTROL SERVICE PLAN
FOR 2021/2022 PROGRAM YEAR**

ACTION ITEM

ISSUE: Sedgwick will present an overview of the proposed Risk Control Service Plan for the 2021/2022 program year.

Member Action Plans

Members will have access to three risk control service days to assist with implementing an effective safety program. Services include, but are not limited to, the following: Cal/OSHA, General Liability and Best Practices program/policy development, inspections, training, ergonomic evaluations, safety committee meeting attendance, and more.

Risk Management 101

Members may request a risk management orientation for Managers and Supervisors. This orientation is designed to provide your management team with an understanding of risk management best practices and services that are available as an NCCSIF member. The training is jointly presented by the NCCSIF Program Administrator, Sedgwick Account Manager (TPA) and Sedgwick Risk Control Account Manager. This service will not count toward the number of allocated service days.

2019/2020 Focused Assessment Program/Policy Follow-Up

Risk Control Staff will continue to assist members in completing the programs and policies that were identified in the 2019/2020 Focused Risk Assessment.

Focused Risk Assessments

Focused Risk Assessments are a tool to help identify the strengths or weaknesses of member's safety programs and policies. Staff is in the process of finalizing the assessment and will present the details of the new categories to the Committee at the next RMC meeting. The Assessments are planned to start in January 2022 in six new risk management categories:

- | | | |
|----------------------------|--------------------------------|------------------------|
| Aquatics Risk Management | Employment Practices Liability | Police Risk Management |
| Playground Risk Management | Wildfire Risk Management | Police Driver Safety |

Risk Control Staff will also be available to assist members in developing or updating items that were identified in the assessment.

EAP and Management Virtual Training

Staff is working with ACI Specialty Benefits, 34th Street Consulting and others to deliver training on management, communication, stress, well-being, diversity, equity, inclusion, ethics, and harassment.



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021

Agenda Item E.3. (continued)

ACI Specialty Benefits sessions can be recorded and posted on the NCCSIF website. A list of ACI Specialty Benefits training topics is provided in the attachment.

Additional Services and Resources

- Unlimited phone and email consultation
- Access to the resources on the Sedgwick Risk Control website: <http://riskcontrol.sedgwick.com>
 - **On-line Streaming Videos** - Members have access to over 400 on-line streaming videos to help comply with OSHA and other regulatory training requirements. Sedgwick-produced videos are also developed on key safety topics.
 - **Safety Publications** - Sedgwick Risk Control has developed customized safety publications that provide guidance on Cal/OSHA regulatory requirements and industry Best Practices. The publications are written in an interesting and informative manner, nicely designed, and ready for distribution.
 - **Webinars** – Over 40 webinars are available on a range of safety and risk management topics. Members will also have access to Sedgwick hosted webinars throughout the year on a variety of risk control topics at no additional cost.
 - **Sample Programs, Forms, and Checklists** - Up to date sample safety programs, forms, and checklists are available in a streamlined, yet comprehensive manner. These documents are in Word or Excel format so that they can be easily customized by each member.

FISCAL IMPACT: None – services are budgeted for FY 21/22 at \$178,480 per contract.

RECOMMENDATION: Review, discuss and recommend the Risk Control Service Plan as proposed or revised. *Members are encouraged to suggest training topics or additional services.*

BACKGROUND: NorCal Cities contracts with Sedgwick for risk control services, including risk assessments based on the pool’s Best Practices and follow up to help members achieve them. They also provide on-site support for inspections, training, and other services as needed.

ATTACHMENT(S):

1. ACI Specialty Benefits Training Topics
2. Focused Risk Assessment Questions



Training Topics

MANAGEMENT

Developing Team Relationships

Personality assessments help people understand themselves and others with the goal of working together more effectively. “Developing Team Relationships” is a fast-paced, lively approach to reducing stress personally and professionally. Discuss practical and easy techniques for dealing with various personality styles for better working relationships.

Developing Team Relationships***

Personality assessments help people understand themselves and others with the goal of working together more effectively. “Developing Team Relationships” is a fast-paced, lively approach to reducing stress personally and professionally. Discuss practical and easy techniques for dealing with various personality styles for better working relationships.

Leadership vs. Management

There is a difference between leading a team and managing a team. Leaders are strategically focused. Rather than directing employees through tasks, good leaders inspire and motivate employees to drive themselves. Leaders are adept in the art of emotional intelligence and apply it in a way that attains the best work out of their team. One of the key characteristics of a manager is that they were given their authority by the nature of their role. They ensure work gets done, focus on day-to-day tasks and manage the activities of others. Managers often have a more controlling approach than a leader.

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Managing Conflict

Conflict, strife, and opposing points of view are part of the workplace and part of life. Learn how to display control, confidence, and composure in even the most highly charged situations, change reactions and manage conflict when it does occur.

Maintaining a Respectful Workplace*

Showing respect towards others includes all aspects of diversity. Organizations are filled with people of different ages, races, genders, religions, backgrounds and interests. This can create challenging situations in the workplace, which managers must learn how to handle for a diverse organization to thrive.

Motivate and Lead

Effective leaders and managers engage the workforce to increase commitment. In a business environment, employee engagement improves productivity and performance. People are not only motivated by personal gain; they can be motivated by feeling like they are contributing directly to organizational goals. Learn how good leaders motivate staff using a variety of skills.

Responding to Aggressive Behavior in the Workplace

Many people have faced a challenging work situation or have had to deal with difficult clients at some point. A raised voice, making unreasonable demands and verbal threats are all warning signs that can potentially lead to aggression. Dealing with a difficult person not only drains employees emotionally but can affect physical well-being as a result of prolonged stress. This training focuses on coping with difficult people as well as learning how to identify, prevent and respond to aggressive behavior in the workplace.

STRESS

Coping with Change

Change is a fact of life. Every day brings about change – whether positive or negative – and even the positive changes can be stressful. The inability to cope with change can be detrimental to mental and physical health. In this session, discover tools and techniques to successfully manage change and thrive.

Stress and Heart Disease

Chronic stress can greatly increase the risk of heart disease, also known as the “silent killer.” Learn how different personalities are affected by stress and acquire the skill sets necessary to reduce the risk of heart disease.

Coping with Stress: A Wellness Perspective**

Stress is a fact of life. While stress can't be eliminated, it is possible to manage stress levels. Learn healthy coping skills to reduce stress, even when under pressure.

Time Management

Time management is the process of organizing and planning time spent on daily activities. High performers manage their time exceptionally well. Become more effective and efficient by using tools to organize, delegate, quit procrastinating and manage priorities.

COMMUNICATION

Nurturing Relationships Through Effective Communication***

Communication is how thoughts, ideas and feelings are expressed to others. Communicating with others includes communicating attitudes, values, priorities, and beliefs. No matter what is expressed in words, messages about the speaker and the listener are conveyed through non-verbal communication—including gestures, facial expressions, tone of voice and attitude.

Personalities in the Workplace

Personal and professional success largely depends on interpersonal relationships. This one-hour training provides a basic introduction to four different personality types and social styles. Participants will have the opportunity to learn to use individual character traits to improve relationships with coworkers.

WELLNESS

Best Moves for Injury Prevention

A lot of injuries can be prevented simply by taking a few minutes to warm up before exercise or intensive labor. Get a few quick, easy tips that can help prevent unnecessary injury.

Preventing Back Injury

65 million Americans suffer from low back pain every year. Learn how to prevent and manage chronic pain and explore the most effective treatment options.

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Sleep for Health

Having difficulty sleeping, or waking up exhausted? The basic rules for good sleep are outlined in this presentation, to ensure participants feel rested and healthy.

**Highlighted sessions are recommended to be conducted first.*



Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

1. **The Entity's recruitment procedures comply with applicable State and Federal laws regulating employment discrimination, and the procedures include steps to complete a background/reference check on applicants prior to hire.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of written recruitment procedures were provided or made available for review?

Yes No N/A

2. **The Entity has taken steps to ensure that all new employees are educated (oriented) on all applicable and relevant personnel policies, procedures, rules, regulations as part of the orientation process, and the completion of the orientation is documented with a written sign-off by the new hire to document receipt of the important information.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

A sample of a completed employee orientation sign-off sheet was provided or made available for review?

Yes No N/A

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

3. The Entity has a current anti-harassment and discrimination policy in place and trains its supervisors and managers on the policy in compliance with AB 1825. In addition, the Entity ensures that workplace safety training, including violence prevention, is completed as required by state and federal laws and regulations (i.e. OSHA and Cal/OSHA).

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Example of the Entity's _____ provided? Yes No N/A

4. The Entity has an internal grievance procedure in order to resolve employment related disputes at the lowest level possible.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Examples of _____ available for review?

Yes No N/A

5. The Entity has a comprehensive discipline policy and procedure that is timely, reasonable, consistent, well-supported, and provides for procedural due process.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

Evidence of the discipline policy/procedures was provided or made available for review?

Yes No N/A

6. The Entity periodically evaluates its compliance with FLSA to ensure that jobs are correctly classified as exempt or nonexempt and to ensure that payroll processing is accurate relative to the regular rate of pay and overtime compliance.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence of a recent FLSA compliance assessment was provided or made available for review.

Yes No N/A

7. The Entity has policies, procedures and/or forms in place relative to the many types of leaves available to employees: industrial leave, ADA/FEHA accommodation leave, CA family sick leave, CA pregnancy disability leave, FMLA/CFRA leave, family temporary disability leave, military leave, leave to appear at child's school, leave for victim of domestic violence, leave for jury duty and court appearances, time off to vote, and any other requirements.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence such policies was provided or made available for review.

Yes No N/A

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

8. The Entity has its personnel policies reviewed by an employment practices liability (EPL) legal professional at least once every two years, and updates its policies as advised by the EPL legal professional.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence such as review and/or revisions that followed the review was provided or made available for review.

Yes No N/A



Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

- 1. The Entity's Law Enforcement Department maintains General Orders Manual or policies/procedures that note the dates reviews and updates were made, and the key policies are reviewed annually.**

Yes No N/A

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of written the General Orders (policies/procedures) manual was provided or made available for review?

Yes No

- 1. The Entity's Law Enforcement Department subscribes to a legal liability service for updated policy and procedure notification and advice.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Documentation of the legal liability service was provided or made available for review?

Yes No N/A

Entity: _____

Date: _____

2. The Entity’s Law Enforcement Department has adopted a “reasonable force” approach to policing and maintains training records that reflect this philosophy.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If ‘No’ was checked: Provide narrative details to support response.

Sample of the Entity’s Law Enforcement Department’s reasonable force policy and training were provided or made available for review?

Yes No N/A

3. Code 3 driving standards for the Entity’s Law Enforcement Department are in place and documented, which reflect current legal liability and professional standards that minimize risk to others sharing roads with emergency vehicles.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If ‘No’ was checked: Provide narrative details to support response.

Sample of the Code 3 Driving Standards were provided or made available for review?

Yes No N/A

4. The Entity’s Law Enforcement Department complies with all POST-mandated training requirements, including perishable skills, and training to their General Orders is documented.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

Evidence of the completion of POST-mandated and General Orders training provided or made available for review?

Yes No N/A

5. The Entity's Law Enforcement Department uses audio-visual technology to document any contact or incident.

Vehicle Mounted Yes No

Body Cameras Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence of the policies/procedures for the use of audio-visual technology provided or made available for review? Yes No N/A

6. The Entity's Law Enforcement Department has an Explorer/Cadet/Youth program for which controls have been put in place to reduce the risks of sexual harassment and/or molestation, and those controls are specified in writing.

Have Explorer/Cade/Youth Program Yes No

If 'No' is selected disregard the remainder of this question.

Prevention measure/controls are in place to reduce sexual harassment and molestation

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

(question continued on the next page)

Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

If 'Yes' was checked, the prevention controls are specified in a standard operating procedure

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected for any of the questions above, provide narrative details to support response.

Evidence of the policies/procedures for the prevention of sexual harassment/molestation are provided or made available for review? Yes No N/A



Focused Assessment – Aquatics

Entity: Click or tap here to enter text.

Date: Click or tap to enter a date.

1. There is a written aquatics safety program in place.

Yes No N/A

If 'No' was checked: In Progress Absent

Written program provided? Yes No N/A

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

2. Perimeter fencing in good repair (minimum 5' high, no gaps exceeding 4" and bottom gaps not exceeding 2" above grade or 4" above hardscape), and gates are self-closing and latching.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

3. Current Health Permit (or copy) posted on site

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

- 4. All staff responsible for facility operations and swimmer/participant safety are certified by a recognized agency (American Red Cross, Jeff Ellis Assoc., YMCA, USLA) and have received site-specific training with clear assignment of responsibilities. This includes validated, current certifications; required training in pool and/or concession operations; equipment; safety; security; and emergency response, including use of oxygen delivery and use of automated external defibrillators if available.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

- 5. At least one facility staffer is certified as a Lifeguard Manager, or has attended educational sessions on Lifeguard Management and has experience in supervision.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

- 6. Lifeguard rotations are no longer than 20-30 minutes with change of body position every 5-10 minutes. Dedicated supervision is provided for special equipment such as slides.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

7. Depth markers are clearly visible at maximum, middle and minimum depths, breaks in slope on both sides and at both ends.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

8. Facility has all the recommended rescue equipment, communication devices in operable condition and instructional signage posted in conspicuous locations.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

9. Starting platforms are only in place for competitions, and are only used under close supervision by participants that have been properly educated in their use.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

10. 'No diving' is marked clearly on the pool deck in all areas that have less than 9 feet of water depth. Diving instruction should not take place in less than 9 feet of water.

Yes No N/A

If 'No' was checked: In Progress Absent

Focused Assessment – Aquatics

Entity: _____

Date: _____

If 'No' was checked: Provide narrative details to support response and indicate who is currently approving the plans.

Click or tap here to enter text.

11. Secured and approved (VGB) anti-entrapment covers provided for main drain(s), equalizer lines and all suction lines

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

12. Water is clean and clear with main drains clear and visible.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

13. Daily pool maintenance and water quality logs are available for review and up to date. Separate records kept for each additional pool, splash area, or spa.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

14. Fecal and vomit records are maintained.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

15. Hazardous material containers are labeled with contents and hazards and SDS's are readily available.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

16. There a certified AFO/CPO on duty during all operational hours.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Final Recommendations:



Focused Assessment – Playground Safety

Entity: _____

Date: _____

1. A current playground equipment inventory exists for each playground.

Yes No N/A (Entity has no playgrounds)

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of playground inventory provided? Yes No N/A

2. A detailed playground inspection is available for review and reflects equipment as stated in the inventory.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

An example of playground inspection and inventory provided? Yes No N/A

Focused Assessment – Playground Safety

Entity: _____

Date: _____

3. The Entity ensures new or renovated playgrounds are assessed by a Certified Playground Safety Inspector.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Documentation of CPSI inspection provided? Yes No N/A

4. The Entity documents its periodic inspections and repair records.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Examples of inspection and/or repair documentation provided? Yes No N/A

5. Playgrounds that do not comply with accessibility requirements under the ADA are included in the Member's ADA transition plan.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Documentation of ADA transition plan for playgrounds provided? Yes No N/A

Focused Assessment – Playground Safety

Entity: _____

Date: _____

6. The Entity provides and maintains signage and/or equipment labels to indicate the appropriate user age range for each playground area or piece of playground equipment.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

DRIVER SAFETY – POLICE

1. The Department investigates and conducts post-incident reviews of each vehicle accident, and an annual review of all vehicle accidents is conducted to identify trends and needed corrective actions.

2. A written report is completed for every vehicle pursuit. When a vehicle pursuit incident/accident occurs a review is conducted. An annual review is conducted of all vehicle pursuit incidents to identify trends.

3. The Department requires officers to complete pre-shift inspections of their assigned vehicles, and routine documented maintenance activities are completed to ensure safe vehicle operating conditions.

4. The Department conducts documented Department of Motor Vehicle record checks for all drivers at the time of hire and annually thereafter. Such as the California PULL notice program.

5. The Department has developed a Code 3 Driving policy that includes officer responsibilities and when Code 3 driving is authorized.

6. The Department conducts defensive driver training that addresses distracted driving and general safe operations to prevent accidents caused by backing, rearend, excessive speed (non-Code 3), failure to yield, etc.



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021

Agenda Item E.4.

**SAFETY AWARD PROGRAM
ACTION ITEM**

ISSUE: Risk Control staff has responded to requests for a safety incentive program by proposing the following program used successfully with other groups called “Cash for Safety Culture”. The program is designed to recognize and reward members for promoting a positive safety culture within their organization. Members will be encouraged to identify risks within their organizations, develop an idea or solution to reduce the risk, and describe the results. The award criteria will be based on proactive/innovative safety solutions that were implemented by the member and improved employee safety or reduced risk exposures. Risk Control Staff will assist in the process and also send regular reminders to the members about the program throughout the year.

To be eligible Members will submit an application form and any supporting documentation to the NCCSIF Risk Control Manager identifying the risk, the idea or solution, and its impact on employees or citizens. The entries will be presented to the RMC at their April meeting, with references to a specific member removed to maintain anonymity. The RMC will review all submissions and select the winners.

Cash prizes will be awarded for the “Most Outstanding” submission (\$5,000), an “Outstanding” submission (\$3,000) and a “Good” submission (\$2,000). All other submissions will receive an Honorable Mention certificate. The RMC will reserve the right to withhold, or reduce, a monetary award if the submission does not meet the awards criteria.

The members who submit the top three entries will be invited to share their submissions at the Annual NCCSIF Board Meeting and have them posted on the NCCSIF website. Members and staff will be able to review all submissions to determine if any of the ideas could have a positive impact on their organizations and consequently the entire membership.

FISCAL IMPACT: Proposed budget of \$10,000

RECOMMENDATION: Review, discuss and recommend the “Cash for Safety Culture” Award Program as proposed or revised or provide direction.

BACKGROUND: Members have suggested developing a program to reward members for implementing safety measures designed to reduce the frequency and/or severity of losses covered by NorCal Cities. One key to a successful program is to avoid incentives that would discourage the reporting of legitimate claims or injuries by focusing on a positive safety culture rather than strictly on the claim numbers.

ATTACHMENT(S):

1. Cash for Safety Culture Program Overview
2. Cash for Safety Culture Application



Cash SAFETY for CULTURE

Change Happens One Idea At A Time

SAFETY AWARD PROGRAM OVERVIEW

The NCCSIF Risk Management Committee has approved a “Cash for Safety Culture” Award Program for the 2021-2022 program year. This program is designed to recognize and reward members for promoting a positive safety culture within their organization. We encourage you to identify ways where the program can specifically help your city promote a positive safety culture and reduce losses.

AWARDS CRITERIA

Members will be recognized for:

- Implementing proactive/innovative safety solutions that impact employee safety
- Implementing proactive/innovative safety solutions that reduce liability exposures

Prize Awards

- Most Outstanding Submission - \$5,000
- Outstanding Submission - \$3,000
- Good Submission - \$2,000
- Honorable Mention – Certificate

MARKETING

Marketing materials and reminders will be sent throughout the year to help promote participation. Consider promoting the program during staff and department head meetings, emailing the Application Form to employees, or posting the Application Form in employee break rooms.



Safety Award Program Overview

SUBMISSIONS

Members must submit an application form and supporting documentation where applicable to be eligible. Tell us what your city has done to improve safety and its effects on your employees or the citizens you serve. Encourage your management team and employees to develop an idea and solution that can have a positive impact on your agency's safety program.

Email all submissions to Henri Castro at enriqueta.castro@sedgwick.com. Remember to retain a copy for your records. Once your submission is received, a confirmation email will be sent to the member. Feel free to contact Henri with any questions at 916.508.3927.

The Risk Management Committee (RMC) will review all submissions and select the winners during the April RMC meeting. The RMC reserves the right to withhold, or reduce, a monetary award if the submission does not meet the awards criteria. In such instances, the member will receive an Honorable Mention certificate.

RECOGNITION

The members who submit the top three entries will be invited to share their submissions at the Annual NCCSIF Board Meeting and all submissions will be posted on the NCCSIF website.

AWARD DISTRIBUTION

Members may receive their award in the following ways:

- Cash award to the Member
- Off-set future NCCSIF premiums

If desired by the member, NCCSIF Staff will come to the member to present the awards during staff meetings and/or board meetings.



Cash **SAFETY** for **CULTURE**

SAFETY AWARD PROGRAM APPLICATION

Do you have an idea about how to keep you and your fellow employees safe at work? Have you developed a program, policy, or system to help reduce losses or exposures?

If so, the NCCSIF Risk Management Committee would like to hear about your ideas and solutions. The *Cash for Culture* Safety Award Program was established by the NCCSIF Risk Management Committee to promote a positive safety culture by recognizing and rewarding members who take an active role in their safety program.

Members may be rewarded for implementing proactive/innovative safety solutions that impact workplace safety.

Most Outstanding Submission - \$5,000

Outstanding Submission - \$3,000

Good Submission - \$2,000

Honorable Mention - Certificate

Submit your ideas and solutions by completing the attached form and email to Henri Castro at enriqueta.castro@sedgwick.com. You are encouraged to submit your ideas as they arise. Use a separate Application Form for each submission. You may submit multiple entries, but there is only one monetary award per member.

All submissions must be received by **April 4, 2022** in order to be eligible.

Retain a copy of all documents for your records. Once we receive your submission, a confirmation email will be sent.

All entries will be voted on by the NCCSIF Risk Management Committee during their April meeting.

Cash SAFETY
for CULTURE
Safety Award Program Application

City:

Name of person submitting:

Title:

Phone:

Email:

Describe the hazard or problem:

Provide details about your idea and solutions:

Describe the results:

Attach additional details and supporting documentation if needed.

Retain a copy of all documents for your records.



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.5.a.

**POLICE RISK MANAGEMENT COMMITTEE UPDATE
INFORMATION ITEM**

August 6, 2020 - Aviv Redlich, a Public Safety Solutions Specialist at Veritone presented a training titled *Using Artificial Intelligence to Decrease Response Time for Public Records Requests*. He discussed and demonstrated how artificial intelligence is helping law enforcement agencies decrease their response time to public records requests while saving valuable resources.

Reviewed with the PRMC members if the software is updated on some late model Ford Police Utility vehicles, the vehicle engine along with the cabin ventilation system can raise the interior vehicle temperatures to 133 degrees Fahrenheit for 15 minutes and then cool the vehicle back down to a normal temperature. According to Ford, this elevated temperature cycle will kill 99% of disease-causing germs in the vehicle, including coronavirus.

November 5, 2020 – Joe Levy and Charlie Celano of Embassy Consulting services provided a training titled *Human Relations and Implicit Bias for Public Safety Leadership*. Leaders who develop their communication, interpersonal and human relation skills interact more effectively with others. They also make better decisions and handle and manage conflict better. The training explored implicit bias and human relations dynamics in order to provide participants with tools and strategies to build and maintain a safe, respectful, and inclusive workplace and community.

Reviewed some new technology with the PRMC members including the BoloWrap Remote Restraint Device and the Grappler Pursuit Bumper.

February 11, 2021 – Bob Tyson and Allison Lawrence of Tyson and Mendes presented a training titled *Avoiding Nuclear Verdicts: A Tough Time Calls for Tougher Legal Defense*.

Discussed with PRMC members some of the impacts of newer laws such as AB 392, Weber. Peace officers: deadly force and AB 953, Weber. Law enforcement: racial profiling.

March 16, 2021 - The California Legislature passed AB 953, the Racial and Identity Profiling Act (RIPA), which requires all city and county local law enforcement agencies in California to collect perceived demographic and other detailed data regarding pedestrian and traffic stops.

Aviv Redlich, a Public Safety Solutions Specialist at Veritone presented a training titled *Using Artificial Intelligence to Increase Efficiencies and Transparency While Addressing AB 953*. There was a discussion and a demonstration of how artificial intelligence is helping law enforcement agencies manage their operational workflows while satisfying AB 953 requirements.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.5.a. (continued)

ISSUE: Sedgwick provides an update on the recent activities of the Police Risk Management Committee (PRMC). The PRMC meetings are well attended. At most PRMC meetings a new training topic is covered.

FISCAL IMPACT: None.

RECOMMENDATION: None - information only.

BACKGROUND: NCCSIF contracted services include the facilitation of the Police Risk Management Committee meetings by Tom Kline.

ATTACHMENT(S): None



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.5.b.

**POLICE RISK MANAGEMENT GRANT FUND
USAGE REPORT AND REQUEST**

ACTION ITEM

ISSUE: Since FY 14/15 NorCal Cities SIF members have funded grants totaling \$50,000 per year for their police departments to purchase and implement Body-Worn Cameras (BWC). Overall the program has been a success, with numerous cases of claims being avoided or settled quickly based on video evidence. The Police Risk Management Committee members regularly provide feedback on their needs and make suggestions for use of the grant funds.

The attached Usage Report tracks the grant funds over the life of the program. All but two members have taken advantage of the grants and all but two have BWCs. Willows outsourced their police department but remains in the program to fund their Lexipol Fire Policy Service annual fee.

An issue with smaller agencies continues to be the cost of staffing and storage needed to manage the BWC program. One member who had not used the cameras purchased by a prior Chief due to the cost of running the program has recently used grant funds to purchase new cameras. Another member has committed to a large investment in BWCs and is using the grant funds for training software.

Those members with BWC programs in place have been allowed to use the grant funds for other risk management purposes, including duty vests, tactical equipment, and the Cordico wellness app, designed primarily for public safety personnel and first responders

RECOMMENDATION: Review usage and member feedback to recommend funding for FY 21/22 and use of current balances for Cordico app or other risk management purposes.

FISCAL IMPACT: TBD - \$50,000 has been allocated to the preliminary draft FY 21/22 budget.

BACKGROUND: The Board approved a FY 14/15 budget of \$50,000 for the purchase of body cameras for NCCSIF's police agencies. The funds were used to purchase a total of 58 cameras directly from VieVu at a quantity discount. A VieVu rep distributed the cameras and provided training to the members. Two members used the funds to purchase different cameras and two have yet to take advantage of the funds. The grants in FY 15/16 and FY 16/17 were allocated to members to fund their body camera programs. Since that time, if a member agency's body camera program is fully funded the grant can be used for other risk management functions.

ATTACHMENT(S):

1. Police Risk Management Grant Funds Usage Report as of 4/14/21
2. Police Risk Management Grant Fund Request Form

NCCSIF POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT

		FY 14/15 \$50,000 Grant Camera Allocation	FY 15/16 \$50,000 Grant Fund Allocation	FY 16/17 \$50,000 Grant Fund Allocation	FY 17/18 \$50,000 Grant Fund Allocation	FY 18/19 \$50,000 Grant Fund Allocation	FY 19/20 \$50,000 Grant Fund Allocation	FY 20/21 \$50,000 Grant Fund Allocation	TOTAL GRANTS	YTD Reimbursements Made	REMAINING FUNDS 4/14/21	Reimbursement Notes/Plan Usage
1	Anderson	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090		\$9,090	
2	Auburn	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$18,118	\$62	9/8/17 \$3,029.18 (4 VieVu LE4mini & 1 multi-dock LE4) 2/5/19 \$2,810.26 portion of invoice (16 VieVu LE5 body worn cameras)
3	Colusa	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$3,030	\$6,060	7/27/17 \$3,030 (concealable vests with load bearing carriers)
4	Corning	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$5,592	\$3,498	9/6/16 \$3,291.26 (4 VieVu LE4 body cameras) 2/15/19 \$2,301.12 firewall
5	Dixon	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$15,926	\$2,254	rotatable camera head and 32GB memory 6/1/18 \$2,934.38 (3 Wolfcom Vision 1080p body camera + training cost for force options simulator) 3/6/20 \$2,631.63 (5 Wolfcom Body Camera + 1 docking port) 8/26/20 IA PRO Program
6	Elk Grove*	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$15,150	\$3,030	1/11/18 \$9,090 (WatchGuard Vista HD body cameras) 3/20/19 \$3,030 (portion of Cordico Wellness Program) 11/4/19 \$3,030 (portion of 2019 BWC purchase/Vista HD)
7	Folsom	5	\$3,788	\$3,788	\$3,788	\$3,788	\$3,788	\$3,788	\$22,725	\$22,725	\$0	10/5/16 \$7,576 (8 VieVu LE4 body camera and 1 multi-dock network station) 12/16/20 \$15,150 lapro software
8	Galt	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180		\$18,180	1/25/18 Plan to use fund /BWC program under consideration
9	Gridley	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$4,543	\$4,547	3/28/18 \$1,252 (one VieVu LE5 camera and seven Public Safety Vests)
10	lone	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$4,626	\$4,464	9/8/17 \$1,736.24 balance (2 VieVu LE4 body cameras and 2 LE4 Cradle) 5/21/18 \$1,234.14 (2 VieVu LE5 body camera and license for 4/20/20 Jackson PD in process of acquiring new body cams.
11	Jackson	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$9,090	\$0	1/7/2021 \$9,090 Vista HD Wearable Camera User Guide
12	Lincoln	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$18,181	(\$1)	10/5/16 \$6,060 (8 VieVu LE4 body cameras) 2/25/21 \$11,632 (14 Watchguard body worn cameras)
13	Marysville	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$13,635	\$4,920	\$8,715	8/18/17 \$4,919.87 (6 VieVu LE4 body cameras)
14	Nevada City	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$7,575	\$0	2017 7/15/19 \$1,515 (Axon Body Camera Storage) 4/17/20 \$1,515.00 (Body Camera Storage Fees) 3/31/21 \$1,515.00 (Body Camera Storage Fees)
15	Oroville	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$12,120	\$6,060	9/23/16 \$3,010 (Video Storage Buffalo Terastation) 10/5/16 \$3,050 (5 VieVu LE4 body cameras) 11/20/17 \$1,174.00 (1 Tactical Armor-Ballistic Vest) 9/4/18 \$4,886 (20 VieVu LE5s body cameras)
16	Paradise	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$13,635	\$9,141	\$4,494	dock station) 3/14/17 \$2,305.58 (Ballistic Vests) 5/3/19 \$1,895.50 (five load bearing vests)
17	Placerville*	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$8,723	\$367	12/28/17 \$3,970.32 (4 Tactical Armor-Ballistic Vests) 10/3/19 \$3,674.75 (Fitness Equipment) 11/18/20 \$1,077.49 (Treadmill)
18	Red Bluff	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$13,635	\$4,545	\$2,276	10/18/17 \$3,071.26 (5 VieVu LE4 body cameras) 1/25/18 Plan to use to purchase more BWC & future funds to replace old cameras.
19	Rio Vista	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$4,241	\$4,849	11/16/17 \$4,241.15 (9 VieVu LE5 body cameras)
20	Rocklin	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$18,180	\$0	10/5/16 \$3,030 (4 VieVu LE4 body cameras, 1 LE4 multi-dock) 1/3/19 \$5,603.76 (58 Lenslock bwc cameras and 25 in car dash cameras) 11/9/20 \$6,060 (Lenstock software)
21	Willows	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$9,090	\$4,260	\$4,830	6/18/18 \$2,130 for 18/19 Lexipol-Fire Policy Service annual fee 7/2/19 \$2,130 for 19/20 Lexipol-Fire Policy Service annual fee
22	Yuba City	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$18,180	\$6,060	\$12,120	5/5/17 \$6,060 (Data911 body-worn cameras)
TOTAL		58	\$49,995	\$49,995	\$49,995	\$49,995	\$49,995	\$49,995	\$299,970	\$196,746	\$94,895	

*Opted for Cash Allocation to purchase other than VieVu Camera
Fund Allocation is based on cost of camera at \$757.50 each



POLICE RISK MANAGEMENT GRANT REQUEST FORM

Member Entity Name: _____

Submitted by: _____ Submission Date: _____

Available Funds: _____ Requested Funds: _____

Please use the following lines to describe the proposed use for your funds, and be sure to attach any applicable backup data such as purchase order, receipts, etc.

(If additional room is needed, please attach separate sheet.)

Check Payable to: _____

Mail Check to: _____

Signature: _____ Date: _____

Please e-mail the completed form to: Jenna Wirkner at Jenna.Wirkner@alliant.com

STAFF USE ONLY

Program Administrator Approval: _____

Total Amount Subject to Reimbursement: \$ _____



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.6.

FY 21/22 RISK CONTROL SERVICES BUDGET

ACTION ITEM

ISSUE: Each year the Committee reviews the attached preliminary Risk Management Services Budget and makes a recommendation regarding the types and amounts of funding. The Police and Training Funds have already been discussed and are presented with amounts for FY 21/22, pending any direction from the Committee.

RECOMMENDATION: Review and recommend budget for FY 21/22.

FISCAL IMPACT: TBD - Total proposed budget of \$492,421 is the same as this fiscal year, with only exception an estimated 3% increase in the Lexipol subscription.

BACKGROUND: The Risk Management Committee annually reviews the administrative budget for Risk Management Services and makes a recommendation to the Executive Committee for the upcoming fiscal year.

ATTACHMENT(S):

1. Proposed Risk Management Services Budget for FY 21/22
2. FY 20/21 Member Training Fund Usage Report

	WORK COMP	LIABILITY	FY 21/22 TOTAL	FY 20/21 PRIOR YEAR	\$ CHANGE	% CHANGE	Comments
Safety Services:							
Risk Control Services Agreement	\$89,240	\$89,240	\$178,480	\$178,480	\$0	0.0%	Per 2019-22 contract
Outside Training	\$15,000	\$15,000	\$30,000	\$30,000	\$0	0.0%	
Risk Mgmt Comm Mtg Expense	\$750	\$750	\$1,500	\$1,500	\$0	0.0%	
Member Training and Risk Management	\$50,000	\$38,000	\$88,000	\$88,000	\$0	0.0%	\$4,000 per member annual allocation for training/conferences
Lexipol Police Manual Updates & DTBs	\$144,441		\$148,774	\$144,441	\$4,333	3.0%	Checking for possible increase
Police Risk Management Funds	\$25,000	\$25,000	\$50,000	\$50,000	\$0	0.0%	Pending RMC recommendation
Total Safety Services Expenses	\$324,431	\$167,990	\$496,754	\$492,421	\$4,333	0.9%	

NCCSIF
FY 20/21 MEMBER TRAINING AND RISK MANAGEMENT FUND - Updated 7/1/20
(formerly Seminars/Conference Reimbursement)

Member	FY 20/21 Training Funds	YTD Reimbursements Made	Reimbursement Notes/Usage	Must Use Funds by 6/30/2021
1 Anderson	\$4,000			\$4,000.00
2 Auburn	\$4,000			\$4,000.00
3 Colusa	\$4,000			\$4,000.00
4 Corning	\$4,000			\$4,000.00
5 Dixon	\$4,000			\$4,000.00
6 Elk Grove	\$4,000			\$4,000.00
7 Folsom	\$4,000			\$4,000.00
8 Galt	\$4,000			\$4,000.00
9 Gridley	\$4,000			\$4,000.00
10 Ione	\$4,000			\$4,000.00
11 Jackson	\$4,000			\$4,000.00
12 Lincoln	\$4,000			\$4,000.00
13 Marysville	\$4,000			\$4,000.00
14 Nevada City	\$4,000			\$4,000.00
15 Oroville	\$4,000			\$4,000.00
16 Paradise	\$4,000			\$4,000.00
17 Placerville	\$4,000			\$4,000.00
18 Red Bluff	\$4,000			\$4,000.00
19 Rio Vista	\$4,000			\$4,000.00
20 Rocklin	\$4,000			\$4,000.00
21 Willows	\$4,000			\$4,000.00
22 Yuba City	\$4,000			\$4,000.00
Total	\$88,000	\$0.00		\$88,000.00

NOTE: FY 19/20 each member city is allotted \$4,000 from the Admin budget 52207 - **Member Training and Risk Management**
This is a Use-It-or-Lose-It and reimbursement request must be submitted within the fiscal year.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 22, 2021**

Agenda Item E.7.

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): Workers' Comp Conflict Heating Up Again – Dan Walters, Cal Matters

COMMENTARY

Worker's comp conflict heating up again



BY DAN WALTERS
MARCH 31, 2021



California Capitol. Photo by Anne Wernikoff for CalMatters

IN SUMMARY

California's system of compensating workers for job-related disabilities is due for another decennial battle and it may be happening.

One of California's perpetual political conflicts may be heating up again, which requires some background to understand because it is so convoluted.

To begin at the beginning, for more than a century, California employers have been required by law to provide medical care and, if needed, cash payments to workers who suffer job-related illnesses and injuries.

It's called worker's compensation, or work comp for short, and the term embraces countless specific provisions governing eligibility for benefits, payment rates and medical care, each of which affects the financial bottom line of an immense system. California employers are spending more than \$21 billion a year either to buy insurance coverage or pay claims from their self-insurance reserves, roughly \$2 for every \$100 of payroll.

Work comp is so immense that it supports a permanent cadre of interest groups and their lobbyists who joust constantly over operational rules.

Over the last half-century, a predictable cycle has emerged. Once a decade – or once a governorship – the five contending factions go to war, three of the five cut a deal to grab bigger slices of the financial pie, and push it through the Legislature. It takes a few years for the changes to impact the system and a few more for a new tripartite alliance to form for another battle.

It last happened a decade ago when Jerry Brown resumed the governorship 28 years after his first stint expired.

Employers and labor unions struck a deal, with the implicit blessing of work comp insurers, to curtail medical costs and use the savings to increase cash benefits for disabled workers and decrease employers' insurance premiums.

The two factions left out of the deal – lawyers who specialize in work comp cases and providers of medical care, therapy and rehabilitation – howled. But with Brown's blessing and the unions' political clout, it was enacted.

It worked as planned, in fact too well in the eyes of the two left-out factions and labor unions, which complained that employers benefited more than their injured employees.

Insurance costs as a percentage of payroll have dropped by more than two-thirds from their peak in 2003, thanks to both the changes signed by Brown and those muscled through the Legislature a decade earlier by predecessor Arnold Schwarzenegger. That said, California employers are still paying the nation's fourth highest work comp costs, according to Oregon's annual [state-by-state compilation](#).

So what now?

Last year, in response to the COVID-19 pandemic, the Legislature and Gov. Gavin Newsom decreed that some medical workers would have a presumption that certain illnesses would qualify them for work comp benefits without having to prove connections to their jobs.

This year, several bills would expand presumptions to other workers and other maladies. One, for example, would expand the presumption that San Diego's lifeguards now have for skin cancer to include nine other illnesses. Another would expand the lifeguards' skin cancer presumption to include game wardens and state park rangers. Still another would create an extensive slate of presumptions for nurses.

Medical care providers, who were on the short end of the last big work comp deal, want legislation to provide automatic inflation increases in their fees. Another bill would create a state-operated network of medical care providers for work comp treatment that would bypass employers' provider networks.

These and other measures would directly or indirectly increase costs and/or reslice the pie. The most important of the five factions is labor and if it forges an alliance with the medical and legal groups, chances of a major work comp overhaul are strong – right on the decennial schedule.



Dan Walters

✉ dan@calmatters.org

Dan Walters has been a journalist for nearly 60 years, spending all but a few of those years working for California newspapers. He began his professional career in 1960, at age 16, at the Humboldt Times... [More by Dan Walters](#)

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