



**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
ROCKLIN EVENT CENTER, ROCKLIN, CA
OCTOBER 25, 2018**

COMMITTEE MEMBERS PRESENT

Liz Cottrell, City of Anderson
Toni Benson, City of Colusa
Rachel Ancheta, City of Dixon
Jim Ramsey, City of Elk Grove
Kristine Haile, City of Folsom
Cora Hall, City of Galt
Jon Hanken, City of Ione
Yvonne Kimball, City of Jackson

Joyce Starosciak, City of Marysville
Loree McCay, City of Nevada City
Liz Ehrenstrom, City of Oroville (**Chair**)
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Kimberly Sarkovich, City of Rocklin
Sheleen Loza, City of Yuba City

OTHER MEMBERS PRESENT

Julie Rucker, City of Elk Grove
Veronica Rodriguez, City of Lincoln

Jennifer Styczynski, City of Marysville
Natalie Springer, City of Yuba City

COMMITTEE MEMBERS ABSENT

Shari Harris, City of Auburn
Tom Watson, City of Corning
Juan Solis, City of Gridley
City of Lincoln (vacant)

Crystal Peters, Town of Paradise
City of Rio Vista (vacant)
Wayne Peabody, City of Willows

CONSULTANTS & GUESTS

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

Dori Zumwalt, York Risk Services
Gail Zeigler, Bickmore

A. CALL TO ORDER

Chair Liz Ehrenstrom called the meeting to order at 10:04 a.m.

B. INTRODUCTIONS

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

C. APPROVAL OF AGENDA AS POSTED



A motion was made to approve the Agenda as posted.

Motion: Dave Warren

Second: Jon Hanken

Motion Carried

Ayes: Cottrell, Benson, Ancheta, Ramsey, Haile, Hall, Hanken, Starosciak, McCay, Ehrenstrom, Warren, Ryan, Sarkovich

Nays: None

D. PUBLIC COMMENTS

There were no public comments made.

E. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting - April 26, 2018

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

Motion: Kimberly Sarkovich

Second: Jon Hanken

Motion Carried

Ayes: Cottrell, Benson, Ancheta, Ramsey, Haile, Hall, Hanken, Starosciak, McCay, Ehrenstrom, Warren, Ryan, Sarkovich

Nays: None

F. COMMITTEE BUSINESS

Natalie Springer and Sheleen Loza arrived at 10:08 a.m.

F.1. Bickmore Risk Management Assessments and Services

Ms. Gail Zeigler updated the Committee on the services Bickmore provided to the members during 2018/19 program year to date. Members have received risk control services including implementing recommendations from the Hazard & Safety Assessments and ongoing support for various customized services as requested by members including on-site trainings. The half day on-site risk management orientation, also known as Risk Management 101 for Supervisors and Managers, is available to members who want the training and it does not count towards city's own service days. This RM 101 is a collaborative effort by Alliant, York and Bickmore and the service team needs at least 60 days lead time to schedule the training. Members were reminded of TargetSolutions training platform that is free to members. Standard courses are provided by EIA, the Excess Workers' Compensation provider, and premium contents such as Fire, EMT and Law Enforcement trainings are available at discounted rate. TargetSolutions platform is easy to use and can be used as training tracker tool.

Ms. Zeigler noted the following regional trainings scheduled since the last Committee meeting in April 2018:

1. Aquatics Risk Management was held in May 2018



2. Commercial Driver Safety was held in June 2018
3. Traffic Control & Flagger Training was held in July 2018
4. Asbestos Cement Pipe Exposure Management will be held in December 2018

Yvonne Kimball arrived at 10:26 a.m.

F.2. NCCSIF Safety and Risk Control Regional Trainings

Ms. Zeigler indicated that the pool may schedule four regional workshops annually. The Committee discussed the various topics from the list that Bickmore provided. After discussion, the Committee selected the following topics for regional trainings next year:

1. Workplace Violence/Active Shooter
2. Heat Illness Prevention Train-the-Trainer
3. Bloodborne Pathogen for Public Works
4. Temporary Traffic Control Flagger/Work Zone Safety

A motion was made to schedule four regional trainings for the next calendar year on the above selected topics.

Motion: Dave Warren

Second: Jon Hanken

Motion Carried

Ayes: Cottrell, Benson, Ancheta, Ramsey, Haile, Hall, Hanken, Kimball, Starosciak, McCay, Ehrenstrom, Warren, Ryan, Sarkovich, Loza

Nays: None

F.3. Police Risk Management Committee Update

Ms. Zeigler provided a summary of the recent and planned activities of the Police Risk Management Committee (PRMC) meeting:

- At the May 2, 2018 meeting, training was conducted on Skelly Process, Peace Officer Bill of Rights, and Brady Obligations presented by John Whitefleet, from the law firm of Porter Scott.
- At the August 2, 2018 meeting, training was conducted on Use of Force, ADA - Application for Arrests and Department Policies and Training presented by Bruce Kilday, Kevin Dehoff and Derick Konz, from the law firm of Angelo, Kilday, and Kilduff.
- For the upcoming November 1, 2018 meeting, the California Highway Patrol is going to demonstrate the StarChase Pursuit Management Technology. In addition, Derick Konz, from Angelo, Kilday and Kilduff, will discuss new laws affecting the police, including requirements for disclosure of videos and personnel record.
- For the upcoming February 21, 2019 meeting, Laura Cole, from Cole Pro Media, will provide training on social media and crisis management.



F.4. Trending Reports for Workers' Compensation and Liability Claims

Ms. Dori Zumwalt from York Risk Services presented an overview of NCCSIF claim trends for the past five years and analysis of the top loss exposures related to the Workers' Compensation (WC) and Liability Programs. The top occupation for WC injury is police officer and second is fire fighter due to entitlement of presumptive on-duty injuries for safety personnel. The big driver of liability claims are police and public works.

Ms. Zumwalt indicated the average number of WC claims per month is typically 20-25, but August had an unusual activity with 40 claims reported. The average WC cost claim is \$32,000. First Aid should be reported to York for risk management and trend analysis report purposes. Ms. Zumwalt indicated that she can customize a report for each agency by request.

Presented as information only.

F.5. Safety and Risk Control Services with Bickmore Risk Services

Mr. Beverly indicated that the Safety and Risk Control Services agreement with Bickmore Risk Services is expiring June 30, 2019. The proposed agreement is a three-year term with two optional one-year terms as previously recommended by the Executive Committee in order stagger the renewal dates of service providers contract renewals. Mr. Beverly reviewed the scope of services and noted a new category for root cause analysis of Workers' Compensation claims for more immediate oversight and correction strategies to prevent future occurrences. The proposed cost for this additional service is \$17,360.

The Committee had lengthy discussion to justify the additional cost for root cause analysis service by Bickmore and whether it would be a value added service than what York Risk Services already provides to the pool. After further discussion, the Committee is not in favor of root cause analysis service however, individual members may request this service utilizing their service time. It was noted that unused service days/hours does not rollover to next fiscal year. Ms. Zeigler indicated the unused days/hours offset the cost for those members that use more than their allotted service days.

A motion was made to recommend the Safety and Risk Control Services agreement with Bickmore Risk Services to the Board for approval without the root cause analysis service.

Motion: Dave Warren

Second: Kimberly Sarkovich

Motion Carried

Ayes: Cottrell, Benson, Ancheta, Ramsey, Haile, Hall, Hanken, Kimball, Starosciak, McCay, Ehrenstrom, Warren, Ryan, Sarkovich, Loza

Nays: None



F.6. Return to Work (RTW) Best Practices

Mr. Beverly indicated that members should increase focus on Return To Work (RTW) efforts as a means of reducing overall cost of claims. Offering modified duty has shown to decrease disability. Mr. Beverly indicated that he will e-mail the IRMI.com article on Return To Work Best Practices to the members and noted that irmi.com (International Risk Management Institute) has wealth of resources on their site. IRMI provides risk management and insurance analysis and a good resource for expert commentary and analysis.

Presented as information only.

F.7. Round Table Discussion

Ms. Loree McCay from City of Nevada City shared that vaccine grant is available through Nevada County for \$10 only and encouraged other members to check with their respective counties if similar grants is available.

Ms. Rachel Ancheta from City of Dixon shared that the City utilized the Cordico Wellness service for their public safety personnel. The Cordico Employee Assistance Program (EAP) is specifically designed for the needs of law enforcement and other first responders. The Mobile app is user-friendly and on-the-go access is convenient for immediate needs.

G. INFORMATION ITEMS

1. NCCSIF Travel Mileage Reimbursement Form


H. ADJOURNMENT

The meeting was adjourned at 12:06 p.m.

Next Meeting Date: April 25, 2019

RMC Approval Date of Minutes: 4/25/2019

Respectfully Submitted,


Gina Will, Secretary

4/25/19
Date