



President
Mr. Russell Hildebrand
City of Rocklin

Treasurer
Mr. Tim Sailsbery
City of Willows

NCCSIF
POLICE RISK MANAGEMENT COMMITTEE
MEETING AGENDA

Vice President
Mr. Dave Warren
City of Placerville

Secretary
Ms. Corey Shaver
City of Nevada City

Date: Thursday, February 4, 2016
Time: 10:00 a.m. - 1:00 p.m.

Location: Rocklin Event Center - Garden Room
2650 Sunset Blvd.
Rocklin, CA 95677
(916) 625-5200

A – Action
I – Information

1 – Attached
2 – Hand Out
3 – Separate Cover
4 – Verbal
5 – Previously Mailed

MISSION STATEMENT

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

A. CALL TO ORDER

B. APPROVAL OF AGENDA AS POSTED

A 1

C. PUBLIC COMMENTS

This time is reserved for members of the public to address the Police Risk Management Committee on matters of 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 the Police Risk Management Committee may request any item to be considered separately.

pg. 4 1. Police Risk Management Committee Meeting Minutes - November 5, 2015 (Draft)

E. RISK MANAGEMENT

pg. 10 **1. Body Camera Update**

I 4

The Police Risk Management Committee members will be asked to discuss their experiences with their department's body cameras. There will be a discussion about the current status of body cameras, data storage and policies during the training session.



pg. 11	2. Legislative Update <i>The Police Risk Management Committee members will receive an update about the current status of several bills and laws that affect police departments.</i>	I	4
pg. 12	3. Grant Funding for Fiscal Year 2015/16 <i>The Committee will discuss and may approve recommendation for Police Grant Funds for 2015/16.</i>	A	4
pg. 13	4. Round Table Discussion <i>The floor will be open to Police Risk Management Committee members for any topics or ideas that members would like to address.</i>	I	4
<i>Est. Time</i> <i>11:30am</i>	F. Training Session	I	4
pg. 14	1. Body Worn Camera Equipment and Storage Options <i>James Hillary from VieVu will provide an update on body worn camera equipment and data storage options.</i>		
pg. 14	2. Body Worn Camera Policy Implications <i>Leslie Stevens from Lexipol will present policy implications surrounding body worn cameras.</i>		

G. ADJOURNMENT

UPCOMING MEETINGS

- Claims Committee Meeting - March 31, 2016
- Executive Committee Meeting - March 31, 2016
- Risk Management Committee Meeting - April 28, 2016
- Board of Directors Meeting - April 28, 2016
- Police Risk Management Committee Meeting - May 5, 2016

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 Raychelle Maranan at Alliant Insurance Services at (916) 643-2712.

The Agenda packet will be posted on the NCCSIF website at www.nccsif.org. Documents and materials relating to an open session agenda item that are provided to the NCCSIF Police 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



CONSENT CALENDAR

ACTION ITEM

ISSUE: The Police Risk Management Committee (PRMC) reviews items on the Consent Calendar and, if any item requires clarification or discussion, a Member should be asked that it be removed for separate action. The PRMC 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 during the meeting in an order determined by the Chair.

RECOMMENDATION: Adoption of the Consent Calendar after review by the PRMC.

FISCAL IMPACT: None.

BACKGROUND: The following items are placed on the Consent Calendar for approval. The PRMC may approve the Consent Calendar items as presented, or any individual may request that an item be removed for discussion and separate action may be taken during the meeting.

ATTACHMENT(S): Police Risk Management Committee Meeting Minutes - November 5, 2015 (Draft)



**MINUTES OF THE
NCCSIF POLICE RISK MANGEMENT COMMITTEE MEETING
ROCKLIN EVENT CENTER, ROCKLIN, CA
NOVEMBER 5, 2015**

COMMITTEE MEMBERS PRESENT

Chief John Ruffcorn, City of Auburn
Chief Josh Fitch, City of Colusa
Lieutenant Art Olsen, City of Elk Grove
Chief Aaron Easton, City of Marysville
Sergeant Paul Rohde, City of Nevada City

Assistant Chief Allen Byers, City of Oroville
Lieutenant Stephen Rowe, Town of Paradise
Chief Kyle Sanders, City of Red Bluff
Chief Greg Bowman, City of Rio Vista
Captain Chad Butler, City of Rocklin

OTHER MEMBERS PRESENT

Lieutenant Tim Albright, City of Elk Grove
Lieutenant Jason Garringer, City of Marysville

Lieutenant Chris Nicodemus, City of Oroville
Captain Quintan Ortega, City of Red Bluff

GUESTS & CONSULTANTS

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

Tom Kline, Bickmore
Laura Cole, Cole Pro Media

A. CALL TO ORDER

Chief John Ruffcorn called the meeting to order at 10:02 a.m.

Introduction was made.

B. APPROVAL OF AGENDA AS POSTED

C. PUBLIC COMMENTS

There were no public comments.

D. CONSENT CALENDAR

1. Police Risk Management Committee Meeting Minutes - August 6, 2015 (Draft)

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

Motion: Chad Butler

Second: Stephen Rowe

**Motion Carried
Unanimously**

Ayes: Ruffcorn, Fitch, Olsen, Easton, Rohde, Byers, Sanders, Bowman

Nays: None

E. RISK MANAGEMENT

E1. Risk Management Committee Meeting Update

Mr. Tom Kline provided a brief review of the items that were discussed at the October 15, 2015, Risk Management Committee (RMC) meeting. Mr. Kline indicated he has shared anecdotal evidence and success stories as to the effectiveness of the body cameras to RMC. The police related legislative bills were also reviewed.

Chief John Ruffcorn indicated he was in attendance at the RMC meeting on behalf of the Police Risk Management Committee. Chief Ruffcorn indicated the RMC meeting is well attended from various agencies. The RMC takes on various topics encompassing all the challenges the municipality faces including law enforcement related issues.

Mr. Marcus Beverly provided the PRMC a brief overview of the claims analysis he presented at the RMC meeting. Police represent the biggest exposure by payroll class, representing 33% of group's total payroll and 25% of the full time employees. For Liability, police related claim is third highest in incurred which represent civil rights and wrongful arrest type claims. Police also rank high in auto liability claims. For WC, police and fire departments are the driving force of claims and strains are the number one type of injury. Mr. Beverly reiterated that focus on police is warranted and the Board fully supports this committee as evident to the additional grant funds provided this 2015/16 fiscal year.

Chief Ruffcorn inquired if possible to track WC claims for police and fire to identify when those injuries are occurring in the line of duty or in the course of preparing for duty.

E2. Body Camera Update

The Committee was asked to share any anecdotal evidence for the VieVu Body Cameras having positive impact either from claims being resolved fairly quickly. Lt. Stephen Rowe from the Town of Paradise mentioned they had an officer involved shooting that was captured in the body-worn camera. Although the video footage was not a direct camera view, but a shadow from the camera showed the suspect pulled a gun and the sound portion from the body camera footage proved the direction of the sound of the fired shot. Without that video footage, it would not have resolved the ambiguity surrounding that incident.

The Committee shared issues each have had with the VieVu body camera and equipment failure such as the multi-charger malfunction and problems downloading of the videos.

Chief Ruffcorn noted a new law that was recently passed requiring documentation of all contacts between the police officer and the citizen and thus, as the committee discuss the implementation of the data storage it would be prudent to keep in mind how that new law is going to play out when it comes to video usage and recordkeeping retention policy. Chief Ruffcorn indicated that the storage is much more expensive than the initial outlay of the cameras. There are a lot of

storage solutions out there, but for smaller agency to pay for monthly subscription to store the data is astronomical.

The Committee had lengthy discussion on the data storage implementation and issues that goes along with it --who is managing it and the length of time to store it varies by county. Some members shared their data storage in place at their agency. Video redaction software is also available. Technology is changing the role of law enforcement on a daily basis and there is no doubt that policies dealing with body-worn cameras will evolve as the boundaries of this new technology are pushed.

E3. Legislative Update

Mr. Tom Kline updated the Committee as to the status of the eight police related bills that are currently in the legislature as of October 27, 2015. He indicated four out of eight bills was passed into law.

Assembly Bill AB 69 – Rodriguez – Peace officers: body-worn cameras

AB 69 was passed into law. This policy and procedure address the issues related to the downloading and storage of data that is recorded by a body-worn camera by a peace officer.

Assembly Bill AB 953 – Weber – Law Enforcement: racial profiling

AB 953 was passed into law.

Assembly Bill AB 1507 – Hernandez – Peace officers: training

AB 1507 was passed into law. This requires every police chief, county sheriff, or other head of a law enforcement agency to determine if Indian Tribal Lands fall within their jurisdiction and if so would require them to complete a training course which includes proper policies and procedures.

Senate Bill SB 227 – Mitchell – Grand Juries: powers and duties – exceptions

SB 227 was passed into law. This prohibits a grand jury from inquiring into an offence or misconduct that involves a shooting or use of excessive force by a peace officer that led to the death of a person being detained or arrested by the peace officer.

Assembly Bill AB 65 – Alejo – Local law enforcement: body-worn cameras: grant program

This bill was held under submission.

Assembly Bill AB 66 – Weber – Peace officers: body worn cameras – requirements and prohibitions

This bill was held under submission.

Assembly Bill AB 1118 – Bonta – Police officer standards and training: procedural justice

This bill was held under submission.



Senate Bill SB 175 – Huff – Peace officers: body-worn cameras - policy

This bill was ordered to inactive file on request of Assembly Member Holden.

E4. Grant Funding for Fiscal Year 2015/16

Mr. Tom Kline reminded the Committee that the Board approved \$50,000 grant funds for the 2015/16 PRMC budget. The Committee will need to determine the use of this funds whether to use the full funds to purchase additional body cameras for all member cities or use the funds towards data storage for videos or both. The Committee may also elect additional options however; it must be in line to reduce claims and reduce potential risks as that is the main purpose of the grant. The funds can be allocated proportionally based on member's payroll. Mr. Kline noted whatever the Committee decides on it must be approved by the Executive Committee prior to disbursement or use.

Chief Ruffcorn indicated it is important that the Committee come up with a more uniform use for the grants to solve a common concern and some type of nexus in risk management. Chief Ruffcorn took a brief poll of those members who were present to determine if they were more interested in the purchase of additional body cameras or if they would prefer the purchase of data storage for the videos or both. The informal poll revealed members have different needs.

Chief Kyle Sanders from City of Red Bluff indicated he would use the funds for Health and Fitness assessment.

It was noted the average cost for a server is \$20,000-\$25,000 per terabyte.

After further discussion, Chief Ruffcorn suggested to table this matter at the next meeting to come up with the best use of the funds at their agency.

Mr. Kline indicated a survey will be sent out to all members to help determine what each city is hoping to purchase with their allotted funds: options to include body camera, data storage or other which requires member to specify the use.

E6. Round Table Discussion

Mr. Tom Kline mentioned the next PRMC meeting will be held on February 4, 2016, and a Save the Date email will be sent to all members. Mr. Kline indicated what he has in the pipeline for the upcoming training session:

- For the February 2016 meeting, he plans to bring James Hillary from VieVu to give an update on body cameras and equipment, and data storage option; and Ken Wallentine from Lexipol to do a policy implication surrounding body worn cameras for law enforcement.
- For the May 2016 meeting, he plans to bring Dale Allen from Allen, Glaessner, Hazelwood & Werth, LLP to speak about case law aspects of body camera implementation.



Chief Aaron Easton from the City of Marysville suggested bringing in someone from CPCA to talk about the recruitment issue across the State.

Chief Greg Bowman from the City of Rio Vista indicated he is part of the Cal Force Group at CPCA to tackle the recruitment and retention issue. He indicated that Committee comprised of twenty members across the State and evidently everyone is having the same issue with recruitment and retention. He noted PRMC members may email him some thoughts or suggestion so he can address those concerns at that committee.

Chief Josh Fitch inquired if funding for Daily Training Bulletins (DTBs) may be added to the NCCSIF funding to Lexipol's subscription or potential use of the grant funds. Discussion ensued on the DTBs process and the Lexipol's implementation and management services. Policy updates is a monumental task and funding for it is not imminent at this time so including it as option for grant fund use would not be a consideration for this year.

Lt. Art Olsen from City of Elk Grove thanked everyone for their feedback from the last meeting regarding the background investigation.

Mr. Marcus Beverly brought up the fact that fellow city member, City of Anderson, was on the National headline for their use of nunchucks. The City of Anderson emphasized the use is more of control technique and not as an offensive weapon.

Chief Ruffcorn indicated he attended the IACP Conference in Chicago, IL last month. A defense attorney from Denver, CO, has a session at that conference about ramification of legalization of marijuana. He noted there are some ballots in the November 2016 about legalization of marijuana and Chief Ruffcorn opined it is a good topic for future training for all line level officers to Chief, but unsure about the cost. Mr. Kline indicated he will look into it and possibly be the training topic for the August 2016 meeting.

The Committee recessed for lunch at 10:50 a.m.

The meeting reconvened at 11:32 a.m. and resumed with the training presentation.

F. Training Session - Managing Your Message Social Media Style

Laura Cole presented information on how to effectively work with the media, craft positive stories for social media and the best ways to manage a crisis. The presentation highlighted the various social media platform and the proper way to incorporate Facebook, Twitter and Instagram with Press Releases to ensure readers have different options available to obtain the information outside of traditional media sources.

G. ADJOURNMENT

The meeting was adjourned at 12:49 p.m.



Next Meeting Date: February 4, 2016 in Rocklin, CA

Respectfully Submitted,

Michelle Pellegrino, Secretary

Date

DRAFT



BACK TO AGENDA

**Police Risk Management Committee Meeting
February 4, 2016**

Agenda Item E.1.

BODY CAMERA UPDATE

INFORMATION ITEM

ISSUE: The Police Risk Management Committee members will be asked to discuss their experiences with their department's body cameras. There will be a discussion about the current status of body cameras, data storage and policies during the training session.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): None.



LEGISLATIVE UPDATE

INFORMATION ITEM

ISSUE: The Police Risk Management Committee members will receive an update about the current status of several bills that affect police departments. Below is an overview of the relevant bills, with the latest status to be provided at the meeting.

The following bills with an * asterisk was already signed into law:

1. *Assembly Bill AB 69 – Rodriguez – Peace officers: body-worn cameras
(10/11/15 – Chaptered by the Secretary of State)
2. *Assembly Bill AB 71 – Rodriguez – Criminal justice: reporting
(10/3/15 – Chaptered by the Secretary of State)
3. *Assembly Bill 953 – Weber – Law Enforcement: racial profiling
(10/13/15 – Chaptered by the Secretary of State)
4. *Assembly Bill AB 1507 – Hernandez – Peace officers: training
(7/6/15 – Referred to Committee on RLS pursuant to Senate Rule 29.10 (c))
5. *Senate Bill – SB 227 – Mitchell – Grand Juries: powers and duties – exceptions
(8/11/15 – Chaptered by the Secretary of State)
6. Assembly Bill AB 65 – Alejo - Local law enforcement: body-worn cameras: grant program
(5/28/15 – held under submission)
7. Assembly Bill AB 66 – Weber – Peace officers: body worn cameras – requirements and prohibitions
(5/7/15 – Re-referred to committee on APPR)
8. Assembly Bill AB 1118 – Bonta – Police officer standards and training: procedural justice
(5/28/15 – held under submission)
9. Senate Bill SB 175 – Huff- Peace Officers: body worn cameras – policy
(9/9/15 – ordered to inactive file on request of Assembly Member Holden)

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: At the last PRMC meeting a number of bills pending in the legislature were discussed. The Program Administrators continue to track the progress of these bills as they make their way through the legislative process.

ATTACHMENT(S): None.



GRANT FUNDING FOR FISCAL YEAR 2015/16

ACTION ITEM

ISSUE: The Board approved a budget of \$50,000 for Police Risk Management Grants for 2015/16 subject to approval of any PRMC recommendation by the Executive Committee. This item is for members to discuss possible uses of the grant funds.

Discussions regarding the budget and use of the funds have centered on body cameras, data storage, and policies as well as duty vests and ergonomic training. Legislative initiatives and other sources for grant funds are also factors in to determining how best to allocate the funds.

RECOMMENDATION: Review and discuss options for use of grant funds to present to the Executive Committee.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): None.



BACK TO AGENDA

**Police Risk Management Committee Meeting
February 4, 2016**

Agenda Item E.4.

ROUND TABLE DISCUSSION

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: Alliant and Bickmore have been directed to organize and continue the NCCSIF Police Risk Management Committee. These meetings will be held on a quarterly basis and members have directed Alliant and Bickmore to include a Round Table Discussion Item in the Agendas.

ATTACHMENT(S): None.



TRAINING SESSION

INFORMATION ITEM

ISSUE: James Hillary from VieVu will provide an update on body worn camera equipment and data storage options. Leslie Stevens from Lexipol will present policy implications surrounding body worn cameras.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): None.