



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND  
RISK MANAGEMENT COMMITTEE MEETING MINUTES  
ROCKLIN EVENT CENTER  
APRIL 21, 2022**

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**COMMITTEE MEMBERS PRESENT**

Liz Cottrell, City of Anderson  
Ishrat Aziz- Khan, City of Colusa  
Allison Garcia, City of Folsom  
Elisa Arteaga, City of Gridley  
Dalacie Blankenship, City of Jackson  
Elizabeth Ehrenstrom, City of Oroville  
Dave Warren, City of Placerville  
Marti Brown, City of Willows

Nathan Bagwill, City of Auburn  
Jim Ramsey, City of Elk Grove  
Stephanie Van Steyn, City of Galt  
Michael Rock, City of Ione Jennifer  
Styczynski, City of Marysville  
Crystal Peters, Town of Paradise  
Andrew Schiltz, City of Rocklin  
Natalie Springer, City of Yuba City

**OTHER MEMBERS PRESENT**

Anjmin Mahil, City of Elk Grove (Alternate)  
Amanda Tonks, City of Rocklin

Sheleen Loza, City of Yuba City

**COMMITTEE MEMBERS ABSENT**

Kristina Miller, City of Corning  
Veronica Rodriguez, City of Lincoln  
Sandra Ryan, City of Red Bluff

Rachel Ancheta, City of Dixon  
Sean Grayson, City of Nevada City  
Jennifer Schultz, City of Rio Vista

**CONSULTANTS & GUESTS**

Marcus Beverly, Alliant Insurance Services  
Erik Baumle, Sedgwick  
Summer Simpson, Sedgwick

Jenna Wirkner, Alliant Insurance Services  
Eric Lucero, Sedgwick  
Tom Kline, Sedgwick

**A. CALL TO ORDER**

Chair Liz Ehrenstrom called the meeting to order at 10:05a.m.

**B. ROLL CALL**

Roll call was made, and a 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 – December 16, 2021



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

**MOTION:** Jim Ramsey                      **SECOND:** Dave Warren                      **MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** Cottrell, Bagwill, Aziz-Khan, Ramsey, Garcia, Van Steyn, Rock, Blankenship, Styczynski, Ehrenstrom, Peters, Warren, Schiltz, Brown, Springer.

**Nays:** None

**E. COMMITTEE BUSINESS**

**E.1. Sedgwick Risk Control Services Update**

Eric Lucero from Sedgwick Risk Control Services provided an update on the services used during FY 21-22. Mr. Lucero discussed members have been using risk control services more. The City of Oroville is doing in house DOT Training for new DOT drivers that are getting license or are updating a license. A formal training is required, the training can be done in house. The training records need to be submitted to the appropriate agency. The City of Yuba City is using an outside source and will share the contact with Eric Lucero. The training is only for upgrades or new DOT license.

Members have been doing ergonomic assessments. Members are encouraged to reach out to Mr. Lucero if they have a training idea or risk management need.

Members asked if we could have regional trainings. Mr. Lucero will work on planning trainings and inviting other members.

It's a good time of year to think of Heat Injury Prevention.

**Information only. No motion was taken.**

*Elisa Arteaga joined the meeting at 10:23a.m.*

**E.2. NCCSIF FY 22/23 Risk Control Service Plan**

Mr. Lucero discussed the six areas of Risk Assessments members can focus on. Mr. Lucero asked for member input on the focused Risk Assessments. Members asked for Mr. Lucero to send out the Risk Assessments and focus on the red dots. Wildfire smoke and heat illness are items that can easily be updated. Mr. Lucero will work with members on creating a plan for individual Risk Management Assessments.



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Mr. Beverly discussed that we did a full Risk Assessment initially. The topics on the Risk Management Assessment Scorecard Summary are the bigger topics. Mr. Beverly would like to host a Risk Management 101 Webinar.

Mr. Beverly discussed checking playground equipment regularly. Members can use service days for playground inspections. A certified playground inspector will perform the inspection.

Members discussed using PRISM resources and attending the trainings that are offered.

**A motion was made to approve the Sedgwick Risk Control plan for FY22-23.**

**MOTION:** Dalacie Blankenship    **SECOND:** Liz Cottrell

**MOTION CARRIED  
UNANIMOUSLY**

**Ayes:** Cottrell, Bagwill, Aziz-Khan, Ramsey, Garcia, Van Steyn, Arteaga, Rock, Blankenship, Styczynski, Ehrenstrom, Peters, Warren, Schiltz, Brown, Springer.

**Nays:** None

### **E.3. Safety Award Program**

Mr. Beverly discussed that we didn't receive any submissions for FY 21-22. Members are encouraged to submit ideas for the FY 22-23. Members discussed sending the Safety Award Program out to members. Members are encouraged to submit ideas by June 1<sup>st</sup>, for the June 23, 2022, Board of Directors Meeting.

#### **E.4.a. Police Risk Management Committee Update**

Mr. Tom Kline gave a brief overview of the Police Risk Management Committee Meetings for FY 21/22.

**May 6, 2021-** Gregory M. Fox presented a training on Impact of AB 392 on Police Criminal and Civil Liability.

**August 5, 2021-** Ben Laird, President of Frontline Public Safety Solutions, presented a training entitled Body Worn Camera/Motor Vehicle Recorder Audit Software for Police. The idea is that we can provide analytics based on officer engagement to identify training needs and deliver customized feedback.

**November 4, 2021-** Stephanie Cruz of Cole Pro Media provided a training titled Transparency Engagement – The Next Step in Communicating with the Public.

**February 3, 2022** – Bruce Kilday, Derick Konz of Angelo, Kilday and Kilduff presented a training for the PRMC members titled Police Risk Management Legal Update – Impact of New Legislation & Lessons Learned. They discussed with the PRMC members the new laws such as.



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**Use of Force**

- AB 26- Minimum Standards for Dept. Policies
- AB 48- Use of Force
- AB 490 – Positional Asphyxia

**Disclosure of Confidential Records**

- SB 16- Disclosure
- SB 98- Media Access
- Personnel Records
- Internal Affairs Investigation

Mr. Kline discussed the upcoming trainings for PRMC Members. We will be hosting trainings with Lexipol and a training on Police Risk.

Members are encouraged to use Cole Pro Media when needed. The fees can be included in the cost of the claim.

**Information only. No motion was taken.**

**E.4.b. PRMC Grant Fund Usage Report and Request**

Mr. Beverly discussed the Police Risk Management Grant Fund Usage Report. Members are encouraged to use the funds available to them. Members discussed using dividend funds to contribute to the Police Risk Management Grant Funds. If members have a Body Worn Camera Program, they can use funds for other Risk Management items or resources.

**E.5. FY 22/23 Risk Control Services Budget**

Mr. Beverly discussed the FY 22/23 Budget. Members have access to the Lexipol Law Enforcement App and the Fire App. We have allocate Risk Management Committee Training Funds. Mr. Beverly encouraged members to sign up for Conferences and Trainings and use the funds.

Members confirmed they could use the training funds for Liebert Cassidy Whitmore.

**Information only. No motion was taken.**

**E.6. Round Table Discussion**



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Mr. Beverly discussed members using Apex and New Charter Technologies for their IT services. Members are encouraged to reach out to Apex if they were interested in using them. Members discussed receiving a discount if members were interested in Apex. Program Administrators will set-up an informational webinar with Apex.

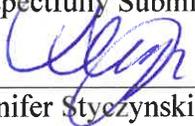
Mr. Beverly discussed the Wildfire Risk Scores that were presented at the December Risk Management Committee Meeting.

**F. ADJOURNMENT**

The meeting was adjourned at 11:24 a.m.

**Next Meeting Date:**

Respectfully Submitted,

  
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Jennifer Styczynski, Secretary

10-27-2022  
Date