



**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
Zoom Teleconference
APRIL 23, 2020**

COMMITTEE MEMBERS PRESENT

Jim Ramsey, City of Elk Grove
Kristine Haile, City of Folsom
Jon Hanken, City of Ione
Dalacie Blankenship, City of Jackson
Loree McCay, City of Nevada City
Stephanie Van Steyn, City of Galt

Crystal Peters, Town of Paradise
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Spencer Morrison, City of Yuba City
Andy Schiltz, City of Rocklin
Elizabeth Ehrenstrom, City of Oroville, Chair

OTHER MEMBERS PRESENT

Julie Rucker, City of Elk Grove
Sheleen Loza, City of Yuba City

Mike Solley, City of Marysville

COMMITTEE MEMBERS ABSENT

Liz Cottrell, City of Anderson
Cristina Shafer, City of Auburn
Toni Benson, City of Colusa
Yvonne Kimball, City of Jackson
Gina Will, Town of Paradise
Kimberly Sarkovich, City of Rocklin
Toni Benson, City of Colusa

Kristina Miller, City of Corning
Rachel Ancheta, City of Dixon
Jim Francis, City of Folsom
Veronica Rodriguez, City of Lincoln
Jose Jasso, City of Rio Vista
Tim Sailsbery, City of Willows

CONSULTANTS & GUESTS

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

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

A. CALL TO ORDER

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

B. ROLL CALL

The above-listed 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 - October 24, 2019

A motion was made to approve the consent calendar.

MOTION: Andy Schiltz

SECOND: Kristine Haile

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ramsey, Haile, Hanken, Blankenship, McCay, Van Steyn, Peters, Warren, Ryan, Morrison, Schiltz, Ehrenstrom

Nays: None

E. COMMITTEE BUSINESS

E.1. Risk Management Services, Assessments and Recommendations

Information only. Marcus Beverly reviewed Risk Management Assessment Scorecard Summary, cities should work to have programs in place or effective. Risk Management areas discussed: 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 and Special events management. Focus on areas with higher risks including Driver & Vehicle use safety, Sidewalk Liability management and Sidewalk Liability Management. Recommended that cities have a safety or risk management team.

Dave Beal joined the call 10:27

Dave Beal reviewed Risk Management Assessment Scorecard Summary lots of yellow (In progress/needs work which indicate members may not have a certain program in place. Risk Management policy and resolutions. Working on draft programs for the group.

Loree McCay left the meeting at 10:15 a.m.

Loree McCay joined the meeting at 10:21 a.m.

E.2.a Police Risk Management Committee (PRMC)

Sheleen Loza from Yuba City joined at 10:33 a.m.



Sedgwick gave an update on NCCSIFs Police Risk Management Committee. Meetings are scheduled every 3 months. The next meeting is scheduled for May 7th, via Zoom. The next meeting with a training component is scheduled for August 6th and will be offered virtually if needed.

Marcus Beverly provided an overview of an option for a turn-key approach to Body Worn Camera (BWC) programs priced at \$1,000 per officer per year. This includes the cameras, docking station, and secure storage. He also stated we have Laura Cole's firm, Critical Incident Video, on retainer to assist members in responding to requests for video documentation.

E.2.b. PRM Grant Fund Usage Report and Request

Marcus Beverly gave a brief overview of the Police Risk Management Grant Program. The only two cities that haven't implemented BWC programs are Anderson and Galt. Vests, protective equipment and other risk management goods or services can be purchased with the funds if the Member has a BWC program. The Cordico Wellness app is also an option (Elk Grove and Dixon are currently using the APP), though finding good therapists to work with the program is an issue. Grant fund \$50,000 per fiscal year.

E.3. Strategic Plan Update

Marcus Beverly gave an overview of the Strategic Plan Update and recommended developing plans to customize the services for each member's specific needs. Risk Management Services take up a large portion of the Administration budget and we want to make sure members are getting the services they need. Members are encouraged to set aside some money from return of dividends and have the option of choosing a check, credit to premium and/or contributing to their risk management reserve fund. With the budget shortfalls expected due to COVID-19 a little reserve for risk management needs will be important to have. Marcus also gave a brief overview of the most common types of claims as a starting point for addressing member needs.

Member suggestions were to concentrate on trainings in higher claim areas, invite other JPAS for a fee, and recording trainings as webinars.

E.4. FY 20/21 Risk Control Services Budget

NCCSIF's Risk Management budget is largely unchanged per contract that runs until 2022. Only budgeted change is Lexipol up by 3%. The group discussed the services and were asked if any changes were needed. None were recommended at this time.

A motion was made to recommend to the Executive Committee to approve the budget as presented.

MOTION: Andy Schiltz

SECOND: Dave Warren

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ramsey, Haile, Hanken, Blankenship, McCay, Van Steyn, Peters, Warren, Ryan, Morrison, Schiltz, Ehrenstrom; **Nays:** None



E.5. Round Table Discussion

Sedgwick reminded the group that they will do in person Risk Management 101 trainings for new staff members. Members discussed protocols for programs and procedures for re-opening. Cities will share protocols and programs once they have been released. Sedgwick discussed email from CA Special District Association regarding the COVID-19 cases and workers compensation claims. They will notify the group with any updates.

F. ADJOURNMENT

The meeting was adjourned at 11:10a.m

Respectfully Submitted,



Jennifer Styczynski, Secretary

12-11-2020
Date