



**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
LINCOLN CITY HALL, LINCOLN, CA
OCTOBER 10, 2013**

MEMBERS PRESENT

Juanita Barnett, City of Anderson
Steve Johnson, City of Dixon
Brad Koehn, City of Elk Grove
Bruce Cline, City of Folsom
Karin Helvey, City of Gridley
John Lee, City of Lincoln
Matt Michaelis, City of Marysville
Catrina Olson, City of Nevada City
Liz Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Russell Hildebrand, City of Rocklin
Tim Sailsbery, City of Willows
Steve Kroeger, City of Yuba City
Gina Will, Town of Paradise

MEMBERS ABSENT

City of Auburn
City of Colusa
City of Corning
City of Galt
City of Ione
City of Jackson
City of Rio Vista

GUESTS & CONSULTANTS

Michael Simmons, Alliant Insurance Services, Inc.
Johnny Yang, Alliant Insurance Services, Inc.
Henri Castro, Bickmore

A. CALL TO ORDER

The meeting was called to order at 10:49 a.m.



B. PUBLIC COMMENTS

Ms. Liz Ehrenstrom introduced Mr. Brad Koehn as the NCCSIF representative for the City of Elk Grove who just joined NCCSIF's Workers' Compensation program effective September 1, 2013.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Bruce Cline **SECOND:** Dave Warren **MOTION CARRIED**

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting – June 13, 2013.

A motion was made to approve the consent calendar.

MOTION: Bruce Cline **SECOND:** Dave Warren **MOTION CARRIED**

E. RISK MANAGEMENT BUSINESS

E1. Risk Control Service as of October 10, 2013

Ms. Henri Castro explained Assessments have been completed and that two days have been allocated to each member to address those Assessments. She is currently in the process of implementing an action plan for each member. Ms. Castro also advised that she has met with the City of Elk Grove and will conduct an Assessment shortly.

Ms. Castro then noted that the next Police Risk Management Committee meeting is scheduled for November and it will be focused on Officer Involved Shootings.

There was discussion on how the Risk Control Services should be reported to the Committee. Mr. Simmons suggested that projects stay on the report for longer than a 12 month time frame. The Committee suggested that a report be provided for a 12 month time frame and projects are captured on a separate document.

Ms. Castro then asked if the committee has any topics to receive Safety Communication on which lead to a brief discussion on the possibility of web based training. She proceeded to advise that at the recent Regional Workshop for CalOSHA training there were 32 participants. She then advised that a workshop is being planned for Certificate Pool Operators.



E2. Police Risk Management Committee Meeting Summary

Ms. Ehrenstrom explained that the next Police Risk Management Committee will be focused on Officer Involved Shootings as Ms. Castro touched on earlier. She advised that at the August PRMC meeting there was a mixed crowd of departments for the Fitness for Duty Evaluation Training.

F. INFORMATION ITEMS

F1. Parma Conference

F2. NCCSIF Travel Reimbursement Form

Ms. Castro advised that member have inquired about who is required to take the CalOSHA training and explained that only those who handle waste water, public works, utilities and janitorial staff are required to take the training. She noted that all employees who deal with chemicals are required.

Ms. Castro also provided a presentation of Bickmore's website and the resources available.

Mr. Bruce Cline explained that an IRIC Training Flyer is available at today's meeting and advised that this is a very beneficial training provided by Marylin Kelley and members should review it.

G. ADJOURNMENT

The meeting was adjourned at 11:31 a.m.