



President
Mr. Dave Warren
City of Placerville

Vice President
Vacant

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND RISK MANAGEMENT COMMITTEE MEETING AGENDA

DATE/TIME: Thursday, April 21, 2022 at 10:00 a.m

LOCATION: Rocklin Event Center – Ballroom
2650 Sunset Blvd.
Rocklin, CA 95677

A - Action
I - Information

1 - Attached
2 - Hand Out
3 - Separate Cover
4 - Verbal

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. ROLL CALL

C. PUBLIC COMMENTS

This time is reserved for members of the public to address the Committee on matters pertaining to NCCSIF that are of interest to them.

pg. 3 **D. CONSENT CALENDAR**

All matters listed under the consent calendar are considered routine with no separate discussion necessary. Any member of the public or Risk Management committee may request any item to be considered separately.

A 1

pg. 4 1. Minutes of the Risk Management Committee Meeting –December 16, 2021

E. COMMITTEE BUSINESS

pg. 10 1. **2021/2022 Program Year Risk Control Services Update**
Eric from Sedgwick will present an update on the services Sedgwick provided during the 2021/2022 program year.

I 1



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

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- | | | |
|--------|---|-------------------|
| pg. 19 | <p>2. Proposed Risk Control Service Plan for 2022/2023 Program Year
<i>Sedgwick will present an overview of the proposed Risk Control Service Plan for the 2022/2023 program year and encourage members to provide suggestions regarding goals and deliverables.</i></p> | <p>A 1</p> |
| pg. 48 | <p>3. Safety Award Program
<i>Members will be asked to review the Safety Award Program and encourage staff to apply for recognition of your city's safety initiatives.</i></p> | <p>I 1</p> |
| | <p>4. Police Risk Management Committee (PRMC)</p> | |
| pg. 53 | <p>a. PRMC Update
<i>Tom Kline from Sedgwick Risk Control will provide a summary of the last four Police Risk Management Committee Meetings.</i></p> | <p>I 1</p> |
| pg. 55 | <p>b. PRMC Grant Fund Usage Report and Request
<i>The Program Administrators will provide an update of grant usage by police agencies and funding request for FY 22/23.</i></p> | <p>A 1</p> |
| pg. 59 | <p>5. FY 22/23 Risk Control Services Budget
<i>Marcus Beverly from Alliant will present the draft budget for risk services for review and recommendation to the Board of Directors.</i></p> | <p>A 1</p> |
| pg. 63 | <p>6. Round Table Discussion
<i>This is an opportunity for Committee members to ask questions or raise issue on risk exposures common to the members.</i></p> | <p>I 4</p> |

F. ADJOURNMENT

UPCOMING MEETINGS

- Police Risk Management Committee Meeting - May 5, 2022
- Claims Committee Meeting - May 26, 2022
- Executive Committee Meeting - May 26, 2022
- Board of Directors Meeting – June 23, 2022

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 Jenna Wirkner at Alliant Insurance Services at (916) 643-2741.

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



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

ISSUE: The Risk Management Committee (RMC) reviews and approves items on the Consent Calendar as a whole. If an item requires clarification or discussion a member should ask that it be removed for separate action. The Committee should then consider action to approve the Consent Calendar excluding those items removed. Any items removed from the Consent Calendar will be placed on the agenda in an order determined by the Chair.

RECOMMENDATION: Review and approve the Consent Calendar.

FISCAL IMPACT: None

BACKGROUND: The Committee regularly places the minutes of previous meetings on the Consent Calendar for approval, as well as any other routine items that generally do not require discussion.

ATTACHMENT(S):

1. Minutes of the Risk Management Committee Meeting – December 16, 2021



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
DECEMBER 16, 2021**

COMMITTEE MEMBERS PRESENT

Liz Cottrell, City of Anderson
Rachel Ancheta, City of Dixon
Stephanie Van Steyn, City of Galt
Michael Rock, City of Ione
Veronica Rodriguez, City of Lincoln
Elizabeth Ehrenstrom, City of Oroville
Dave Warren, City of Placerville
Marti Brown, City of Willows

Ishrat Aziz- Khan, City of Colusa
Jim Ramsey, City of Elk Grove
Elisa Arteaga, City of Gridley
Dalacie Blankenship, City of Jackson
Joan Phillipe, City of Nevada City
Crystal Peters, Town of Paradise
Andy Schiltz, City of Rocklin
Spencer Morrison, City of Yuba City

OTHER MEMBERS PRESENT

Anjmin Mahil, City of Elk Grove (Alternate)

Sheleen Loza, City of Yuba City

COMMITTEE MEMBERS ABSENT

Christina Shafer, City of Auburn
Steven Wang, City of Folsom
Jennifer Styczynski, City of Marysville
Jose Jasso, City of Rio Vista

Kristina Miller, City of Corning
Yvonne Kimball, City of Jackson
Sandy Ryan, City of Red Bluff

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Conor Boughey, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services
Erik Baumle, Sedgwick

Devora Brainard, Sedgwick
Eric Lucero, Sedgwick
Tom Kline, Sedgwick
Summer Simpson, Sedgwick

A. CALL TO ORDER

Chair Liz Ehrenstrom called the meeting to order at 10:02a.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.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
DECEMBER 16, 2021**

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting - April 23, 2020

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

MOTION: Dave Warren

SECOND: Spencer Morrison

**MOTION CARRIED
UNANIMOUSLY**

Cottrell, Aziz-Khan, Ancheta, Ramsey, Van Steyn, Arteaga, Rock, Blankenship, Rodriguez, Phillippe, Ehrenstrom, Peters, Schiltz, Brown, Morrison, Warren

Ayes:

Nays: None

E. GENERAL RISK MANAGEMENT ISSUES

The City of Dixon discussed Special Event Programs for the City. Marcus Beverly discussed working with the Members on Special Event Coverage.

Mr. Beverly discussed SB296 – Code Enforcement Officers Safety Standards. Mr. Beverly gave suggestions on trainings for code enforcement officers.

Mr. Beverly discussed intersections/crosswalks at the city level. Mr. Beverly asked if any cities wanted to volunteer for as a test case regarding intersections and crosswalks. Member should Follow-up with Program Administrators if they would be interested in volunteering.

F. COMMITTEE BUSINESS

F.1. Trending Reports for Workers' Compensation and Liability Claims

Erik Baumle from Sedgwick gave an overview of Workers' Compensation Trending Reports for NCCSIF. As the years have gone on the Medical Claims have gone down. Covid has been affecting time off work between vaccines, boosters and getting COVID. We have been seeing the increase and frequency. The severity is decreasing due to COVID related claims. Claim recovery is when we get money back from a claim. We aren't counting 2017-2018 out yet because it will take a while to receive recovery checks. Loss days for claims in each fiscal year are for loss days off work. We have more days off per claims but less claims. We went up to 120%, this last year had a 96% closing ratio. Hopefully we keep trending downward. Strain is the top cause of injury for fiscal year 2016-2021.

Elisa Arteaga joined the meeting at 10:26 a.m.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
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Erik Baumle gave an overview of the GL Trending Report for Fiscal years 2016-2021. The Litigation is lower on most of the programs and is trending down. The closing ratio is 104%. The top causes of claims are misc. body/property claims, motorized vehicles, slip and fall. We have 567 Property Damage Claims. We are seeing a decrease in bodily injury claims. We have one cat claim in 2018-2019. The top police claim was \$7,500,000 due to force under arrest.

Members discussed the trending reports being available to each member annually.

Information only. No motion was taken.

F.2. Sedgwick Risk Control Services Update

Eric Lucero from Sedgwick gave an update on Sedgwick Risk Control Services. The services have mostly been phone and email consultation. Most of the questions are regarding COVID, face covering protocols and when employees can go back to work. Members still have time available with Sedgwick. Mr. Lucero will be meeting with Members in January on service plans and risk control plans.

Mr. Lucero discussed the Safety Award Program Overview for NCCSIF Members. Members are encouraged to submit ideas to Mr. Lucero.

Mr. Beverly and Mr. Lucero offered to meet with members regarding member needs and nominations for the Cash for Safety Culture Program. Please have your submissions submitted prior to the April Risk Management Committee Meeting.

Mr. Lucero asked if members had any training needs. Patricia Eyres is available to answer questions regarding vaccine mandates.

Members mentioned Cyber Security trainings, best practices, legal updates that may relate to public entities. Members discussed focusing on the Risk Assessment and working on one item at a time. Members asked what is needed to be in the DOT binder for the CHP.

Information only. No motion was taken.

F.3. NCCSIF FY 21/22 Risk Control Service Plan

Mr. Lucero discussed the NCCSIF FY 21/22 Risk Control Service Plan. Members are encouraged to reach out to Sedgwick when they have Safety and Risk Control questions. Members each have 3 days of Risk Control days available to them. Ergonomic Evaluations are available to members over Zoom or in person. It would be easier for members if he can do it in person. Sedgwick is available to do in person trainings or Zoom trainings.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
DECEMBER 16, 2021**

Information only. No motion was taken.

F.4. Police Risk Management Committee Update

Mr. Tom Kline gave a brief overview of the FY 21/22 PRMC Meetings hosted during the year and topics discussed at the meetings.

February 11, 2021- Training on *Avoiding Nuclear Verdicts: A Tough Time Calls for Tougher Legal Defense* was provided by attorneys from Tyson and Mendes and focused on how public entities can counter the “reptile” tactics used by plaintiff attorneys to fuel “nuclear” verdicts. The webinar provided concrete solutions to mitigate this exposure in troublesome claims.

March 16, 2021- Aviv Redlich from Veritone discussed and demonstrated how artificial intelligence is helping law enforcement agencies manage workflows.

May 6, 2021- Training was on the impact of AB 392 on Police Criminal and Civil Liability presented by Gregory M. Fox.

August 5, 2021- Ben Larid of Frontline Public Safety Solutions provided a training on Body Worn Cameras/Motor vehicle recorder audit software.

November 4, 2021- Stefanie Cruz, Transparency Engagement Advisor at Cole Pro Media, provided training titled *Transparency Engagement - The Next Step in Communicating with the Public*. The session provided the tools needed to communicate more effectively by building trust with your audience. In a time of crisis, it’s vital to show people that you understand the importance of being open and honest, and members were provided specific best practices to employ to do so.

Mr. Kline reviewed the current bills that involve Law Enforcement.

Mr. Beverly wants to host a training for Law Enforcement on general safety.

Members discussed offering incentives and pay bonuses to hire police officers. All of the members are experiencing staffing issues.

Information only. No motion was taken.

F.5. Sedgwick Safety & Risk Control Service Plan



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
DECEMBER 16, 2021**

Mr. Beverly discussed the Sedgwick Safety & Risk Control Service Renewal Plan. Mr. Lucero discussed not turning anyone away for questions or visits. Members discussed having Sedgwick reach out to them and reminding them of the services available.

Information only. No motion was taken.

F.6. Company Nurse

Mr. Beverly discussed the Company Nurse Agreement. The enrollment forms have been sent out to members. Please reach out to Program Administrators if you have any questions. First aid and general care aren't included in your OSHA log or on your WC Report.

Members discussed the pricing for the resources. The services are voluntary for members.

Information only. No motion was taken.

F.7. Wildfire Risk Management Resources and best Practices

Mr. Beverly discussed the Wildfire Risk Management Resources and Best practices. Members were emailed Wildfire Risk Scores that were ran by CoreLogic. If members are interested on running scores for other locations, please let the Program Administrators know. Mr. Beverly discussed the higher scores for the City of Oroville and the City of Folsom. Mr. Beverly discussed Wildfire Risk Management and Mitigation services. Mr. Beverly discussed using Risk Management funds for any resources management projects at your city.

Information only. No motion was taken.

F.8. Workers Compensation Claims Advocate

Mr. Beverly discussed Workers Compensation Claims Advocates and utilizing them. The idea is to opt out or carve out benefits from Workers' Compensation. The advocate is for the employee and to help them return to work and move forward with the Workers Compensation process.

Mr. Beverly discussed Mariotto Resolutions Inc, that is used by other Cities and transit programs. The pool could also investigate a representative who could act as the return-to-work coordinator.

Members discussed similar programs that have employees work with and RN who could provide the employee with questions to ask the Dr. and move forward with returning to work.

Information only. No motion was taken.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN EVENT CENTER
DECEMBER 16, 2021**

F.9. Cyber Renewal

Mr. Beverly discussed Cyber Renewal Resources available to members. We have a series of Cyber trainings coming up. We will send a reminder email and add a link to the NCCSIF Website. Members are encouraged to use the System Security Standards Guidelines for Cyber Quotes.

Information only. No motion was taken.

H. ADJOURNMENT

The meeting was adjourned at 11:52 a.m.

Next Meeting Date: April 21, 2022.

Respectfully Submitted,

Jennifer Styczynski, Secretary

Date



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.1.

2021/2022 PROGRAM YEAR RISK CONTROL SERVICES UPDATE

INFORMATION ITEM

ISSUE: Eric Lucero will present an update on the services Sedgwick has provided since July 1, 2021, through March 1, 2022.

FISCAL IMPACT: None.

RECOMMENDATION: None – Information Only.

BACKGROUND: NorCal Cities contracts with Sedgwick for risk control services, including risk assessments based on the pool's Best Practices and follow up to help members achieve them. They also provide on-site support for inspections, training, and other services as needed.

ATTACHMENTS:

1. Member Services Summary Report 7/1/2021 to 3/1/2022
2. Risk Control Scope of Services



NCCSIF Member Services Report
Jul 1, 2021 – Mar 1, 2022

Client	Activity	Status	Staff
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Dixon, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Elk Grove, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Elk Grove, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Elk Grove, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Elk Grove, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Elk Grove, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
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Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero



**NCCSIF Member Services Report
Jul 1, 2021 – Mar 1, 2022**

Client	Activity	Status	Staff
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Assessment	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Folsom, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Galt, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Gridley, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Jackson, City of	Program Development	Completed	Jane Hayes
Jackson, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Marysville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Marysville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
NCCSIF	Webinar	Completed	Eric Lucero
Nevada City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Nevada City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Oroville, City of	Training	Completed	Bill Taylor
Oroville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Oroville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Oroville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Oroville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Oroville, City of	Program Development	Completed	Eric Lucero



**NCCSIF Member Services Report
Jul 1, 2021 – Mar 1, 2022**

Client	Activity	Status	Staff
Paradise, Town of	Program Development	Completed	Jane Hayes
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Webinar	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Paradise, Town of	Phone & E-mail Consultation	Completed	Eric Lucero
Placerville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Placerville, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Red Bluff, City of	Program Development	Completed	Eric Lucero
Red Bluff, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Red Bluff, City of	Program Development	Completed	Eric Lucero
Red Bluff, City of	Assessment	Completed	Eric Lucero
Red Bluff, City of	Assessment	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero



**NCCSIF Member Services Report
Jul 1, 2021 – Mar 1, 2022**

Client	Activity	Status	Staff
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rio Vista, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rocklin, City of	Assessment	Completed	Eric Lucero
Rocklin, City of	Assessment	Completed	Eric Lucero
Rocklin, City of	Program Development	Completed	Eric Lucero
Rocklin, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Rocklin, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
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Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Program Development	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Phone & E-mail Consultation	Completed	Eric Lucero
Yuba City, City of	Program Development	Completed	Eric Lucero



NCCSIF Member Services Report
Jul 1, 2021 – Mar 1, 2022

Client	Activity	Status	Staff
Yuba City, City of	Assessment	Completed	Eric Lucero

Consulting Services

Your risk control staff has extensive experience assisting clients with safety program development and implementation. We also have a team of credentialed safety professionals who can provide onsite risk control services and employee safety training on a variety of subjects. Below is a sample list of what Sedgwick can provide.

PROGRAM DEVELOPMENT AND IMPLEMENTATION

- Aerosol Transmissible Diseases (ATD)
- Bloodborne Pathogens
- Confined Space
- Driver Safety & Vehicle Use
- Electrical Safety Program
- Emergency Action Plan
- Ergonomics
- Fall Protection Program
- Fire Prevention Plan
- Hazard Communication
- Hearing Conservation
- Heat Illness Prevention
- Injury & Illness Prevention Program (IIPP)
- Lockout/Tagout
- Personal Protective Equipment Policy
- Respiratory Protection
- Return to Work
- Sidewalk Inspection and Maintenance
- Urban Forest Management
- Workplace Violence

ONSITE SAFETY TRAINING SERVICES

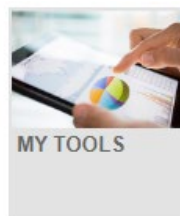
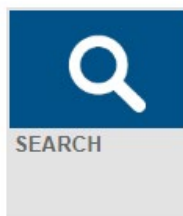
- Aerial Lift/Elevate Platforms
- Aerosol Transmissible Diseases (ATD)
- Asbestos Awareness/Abatement
- ATV Safety
- Bloodborne Pathogens
- Confined Space Awareness
- Defensive Driver
- Defusing Difficult Situations/Communications
- DOT Requirements
- Electrical Safety – Low Voltage
- Emergency Action Preparedness
- Ergonomics (Office & Industrial)
- Excavation/Trenching
- Fall Protection
- Forklift Certification & Train the Trainer
- Hazard Communication
- HazWoper Refresher
- Hearing Conservation
- Heat Illness Prevention
- Injury & Illness Prevention Program
- Ladder Safety
- Lead Awareness
- Lockout/Tagout
- Playground Inspection & Maintenance
- Personal Protective Equipment Certification
- Reasonable Suspicion
- Respiratory Protection
- Sidewalk Liability
- Silica Awareness
- Tool Safety
- Traffic Control & Flagger
- Trailer Safety
- Transit Safety
- Wheelchair Safety
- Workplace Violence

ADDITIONAL ONSITE SERVICES

- Hazard Inspections
- Ergonomic Evaluations (Office & Industrial)
- CPSI Playground Inspections
- Safety Committee Development

RISK CONTROL WEBSITE RESOURCES

riskcontrol.sedgwick.com



What's New

Safety Talks – one page training handouts for your staff
Blood borne Pathogens – Infection Control
Personal Protective Equipment: Sunglasses or Safety Glasses

Safety Communications – information for managers on regulations changes or training requirements
Cal/OSHA Serious Injury Reporting, eff. 1/1/2020
FMCSA Drug and Alcohol Clearinghouse, eff. 1/6/2020
Ergonomics – Back Injury Prevention Training Resources

Sample Programs – model documents to update your policies
Ergonomics Program
Mobile Device and Electronics Policy

On-line Streaming Videos – Clients have access to over 300 on-line streaming videos to help comply with OSHA and other regulatory training requirements. York-produced videos are also developed on key safety topics.

Safety Publications – Sedgwick develops customized safety publications that provide guidance on a range of topics from OSHA regulatory updates to safety training resources for employees. The publications are written in an interesting and informative manner, nicely designed, and ready for distribution.

Webinars – Sedgwick conducts live webinars on a range of safety and risk management topics. All of our webinars are recorded and our library contains over 40 topics from which to choose.

Sample Programs, Forms, and Checklists – Find up to date sample safety programs, forms, and checklists are written in a streamlined yet comprehensive manner.



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.2.

**PROPOSED RISK CONTROL SERVICE PLAN
FOR 2022/2023 PROGRAM YEAR**

ACTION ITEM

ISSUE: Sedgwick will present an overview of the proposed Risk Control Service Plan for the 2022/2023 program year.

Member Action Plans

Members will have access to three risk control service days to assist with implementing an effective safety program. Services include, but are not limited to, the following: Cal/OSHA, General Liability and Best Practices program/policy development, inspections, training, ergonomic evaluations, safety committee meeting attendance, and more.

Risk Management 101

Members may request a risk management orientation for Managers and Supervisors. This orientation is designed to provide your management team with an understanding of risk management best practices and services that are available as an NCCSIF member. The training is jointly presented by the NCCSIF Program Administrator, Sedgwick Account Manager (TPA) and Sedgwick Risk Control Account Manager. This service will not count toward the number of allocated service days.

Focused Risk Assessments

Focused Risk Assessments are a tool to help identify the strengths or weaknesses of member's safety programs and policies. Staff is in the process of finalizing the assessment and will present the details of the new categories to the Committee at the next RMC meeting. The Focused Assessments are planned to start in 2022 in six new risk management categories:

- | | | |
|----------------------------|--------------------------------|------------------------|
| Aquatics Risk Management | Employment Practices Liability | Police Risk Management |
| Playground Risk Management | Wildfire Risk Management | Police Driver Safety |

Risk Control Staff will also be available to assist members in developing or updating items that were identified in the 2019/2020 Risk Management Assessment (see attachment)

EAP and Management Virtual Training

Staff is working with ACI Specialty Benefits, 34th Street Consulting and others to deliver training on management, communication, stress, well-being, diversity, equity, inclusion, ethics, and harassment.

ACI Specialty Benefits sessions can be recorded and posted on the NCCSIF website.



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022

Agenda Item E.2. (continued)

Additional Services and Resources

- Unlimited phone and email consultation
- Access to the resources on the Sedgwick Risk Control website: <http://riskcontrol.sedgwick.com>
 - **On-line Streaming Videos** - Members have access to over 400 on-line streaming videos to help comply with OSHA and other regulatory training requirements. Sedgwick-produced videos are also developed on key safety topics.
 - **Safety Publications** - Sedgwick Risk Control has developed customized safety publications that provide guidance on Cal/OSHA regulatory requirements and industry Best Practices. The publications are written in an interesting and informative manner, nicely designed, and ready for distribution.
 - **Webinars** – Over 40 webinars are available on a range of safety and risk management topics. Members will also have access to Sedgwick hosted webinars throughout the year on a variety of risk control topics at no additional cost.
 - **Sample Programs, Forms, and Checklists** - Up to date sample safety programs, forms, and checklists are available in a streamlined, yet comprehensive manner. These documents are in Word or Excel format so that they can be easily customized by each member.

FISCAL IMPACT: None

RECOMMENDATION: Review, discuss and recommend the Risk Control Service Plan as proposed or revised. *Members are encouraged to suggest training topics or additional services.*

BACKGROUND: NorCal Cities contracts with Sedgwick for risk control services, including risk assessments based on the pool's Best Practices and follow up to help members achieve them. They also provide on-site support for inspections, training, and other services as needed.

ATTACHMENT(S):

1. Focused Risk Assessment Questions – Aquatics, Police Driver Safety, EPL, LE RM, Playground
2. NCCSIF Risk Management Assessment Scorecard



Focused Assessment – Aquatics

Entity: Click or tap here to enter text.

Date: Click or tap to enter a date.

1. There is a written aquatics safety program in place.

Yes No N/A

If 'No' was checked: In Progress Absent

Written program provided? Yes No N/A

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

2. Perimeter fencing in good repair (minimum 5' high, no gaps exceeding 4" and bottom gaps not exceeding 2" above grade or 4" above hardscape), and gates are self-closing and latching.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

3. Current Health Permit (or copy) posted on site

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

- 4. All staff responsible for facility operations and swimmer/participant safety are certified by a recognized agency (American Red Cross, Jeff Ellis Assoc., YMCA, USLA) and have received site-specific training with clear assignment of responsibilities. This includes validated, current certifications; required training in pool and/or concession operations; equipment; safety; security; and emergency response, including use of oxygen delivery and use of automated external defibrillators if available.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

- 5. At least one facility staffer is certified as a Lifeguard Manager, or has attended educational sessions on Lifeguard Management and has experience in supervision.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

- 6. Lifeguard rotations are no longer than 20-30 minutes with change of body position every 5-10 minutes. Dedicated supervision is provided for special equipment such as slides.**

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

7. Depth markers are clearly visible at maximum, middle and minimum depths, breaks in slope on both sides and at both ends.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

8. Facility has all the recommended rescue equipment, communication devices in operable condition and instructional signage posted in conspicuous locations.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

9. Starting platforms are only in place for competitions, and are only used under close supervision by participants that have been properly educated in their use.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

10. 'No diving' is marked clearly on the pool deck in all areas that have less than 9 feet of water depth. Diving instruction should not take place in less than 9 feet of water.

Yes No N/A

If 'No' was checked: In Progress Absent

Focused Assessment – Aquatics

Entity: _____

Date: _____

If 'No' was checked: Provide narrative details to support response and indicate who is currently approving the plans.

Click or tap here to enter text.

11. Secured and approved (VGB) anti-entrapment covers provided for main drain(s), equalizer lines and all suction lines

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

12. Water is clean and clear with main drains clear and visible.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

13. Daily pool maintenance and water quality logs are available for review and up to date. Separate records kept for each additional pool, splash area, or spa.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Focused Assessment – Aquatics

Entity: _____

Date: _____

14. Fecal and vomit records are maintained.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

15. Hazardous material containers are labeled with contents and hazards and SDS's are readily available.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

16. There a certified AFO/CPO on duty during all operational hours.

Yes No N/A

If 'No' was checked: In Progress Absent

If 'No' was checked: Provide narrative details to support response.

Click or tap here to enter text.

Final Recommendations:

DRIVER SAFETY – POLICE

<p>1. The Department investigates and conducts post-incident reviews of each vehicle accident, and an annual review of all vehicle accidents is conducted to identify trends and needed corrective actions.</p>	
<p>2. A written report is completed for every vehicle pursuit. When a vehicle pursuit incident/accident occurs a review is conducted. An annual review is conducted of all vehicle pursuit incidents to identify trends.</p>	
<p>3. The Department requires officers to complete pre-shift inspections of their assigned vehicles, and routine documented maintenance activities are completed to ensure safe vehicle operating conditions.</p>	
<p>4. The Department conducts documented Department of Motor Vehicle record checks for all drivers at the time of hire and annually thereafter. Such as the California PULL notice program.</p>	
<p>5. The Department has developed a Code 3 Driving policy that includes officer responsibilities and when Code 3 driving is authorized.</p>	
<p>6. The Department conducts defensive driver training that addresses distracted driving and general safe operations to prevent accidents caused by backing, rearend, excessive speed (non-Code 3), failure to yield, etc.</p>	



Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

1. **The Entity's recruitment procedures comply with applicable State and Federal laws regulating employment discrimination, and the procedures include steps to complete a background/reference check on applicants prior to hire.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of written recruitment procedures were provided or made available for review?

Yes No N/A

2. **The Entity has taken steps to ensure that all new employees are educated (oriented) on all applicable and relevant personnel policies, procedures, rules, regulations as part of the orientation process, and the completion of the orientation is documented with a written sign-off by the new hire to document receipt of the important information.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

A sample of a completed employee orientation sign-off sheet was provided or made available for review?

Yes No N/A

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

3. The Entity has a current anti-harassment and discrimination policy in place and trains its supervisors and managers on the policy in compliance with AB 1825. In addition, the Entity ensures that workplace safety training, including violence prevention, is completed as required by state and federal laws and regulations (i.e. OSHA and Cal/OSHA).

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Example of the Entity's _____ provided? Yes No N/A

4. The Entity has an internal grievance procedure in order to resolve employment related disputes at the lowest level possible.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Examples of _____ available for review?

Yes No N/A

5. The Entity has a comprehensive discipline policy and procedure that is timely, reasonable, consistent, well-supported, and provides for procedural due process.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

Evidence of the discipline policy/procedures was provided or made available for review?

Yes No N/A

6. The Entity periodically evaluates its compliance with FLSA to ensure that jobs are correctly classified as exempt or nonexempt and to ensure that payroll processing is accurate relative to the regular rate of pay and overtime compliance.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence of a recent FLSA compliance assessment was provided or made available for review.

Yes No N/A

7. The Entity has policies, procedures and/or forms in place relative to the many types of leaves available to employees: industrial leave, ADA/FEHA accommodation leave, CA family sick leave, CA pregnancy disability leave, FMLA/CFRA leave, family temporary disability leave, military leave, leave to appear at child's school, leave for victim of domestic violence, leave for jury duty and court appearances, time off to vote, and any other requirements.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence such policies was provided or made available for review.

Yes No N/A

Focused Assessment – Employment Practices Liability

Entity: _____

Date: _____

8. The Entity has its personnel policies reviewed by an employment practices liability (EPL) legal professional at least once every two years, and updates its policies as advised by the EPL legal professional.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence such as review and/or revisions that followed the review was provided or made available for review.

Yes No N/A



Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

- 1. The Entity's Law Enforcement Department maintains General Orders Manual or policies/procedures that note the dates reviews and updates were made, and the key policies are reviewed annually.**

Yes No N/A

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of written the General Orders (policies/procedures) manual was provided or made available for review?

Yes No

- 1. The Entity's Law Enforcement Department subscribes to a legal liability service for updated policy and procedure notification and advice.**

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Documentation of the legal liability service was provided or made available for review?

Yes No N/A

Entity: _____

Date: _____

2. The Entity’s Law Enforcement Department has adopted a “reasonable force” approach to policing and maintains training records that reflect this philosophy.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If ‘No’ was checked: Provide narrative details to support response.

Sample of the Entity’s Law Enforcement Department’s reasonable force policy and training were provided or made available for review?

Yes No N/A

3. Code 3 driving standards for the Entity’s Law Enforcement Department are in place and documented, which reflect current legal liability and professional standards that minimize risk to others sharing roads with emergency vehicles.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If ‘No’ was checked: Provide narrative details to support response.

Sample of the Code 3 Driving Standards were provided or made available for review?

Yes No N/A

4. The Entity’s Law Enforcement Department complies with all POST-mandated training requirements, including perishable skills, and training to their General Orders is documented.

Yes No

If ‘No’ was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

Evidence of the completion of POST-mandated and General Orders training provided or made available for review?

Yes No N/A

5. The Entity's Law Enforcement Department uses audio-visual technology to document any contact or incident.

Vehicle Mounted Yes No

Body Cameras Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Evidence of the policies/procedures for the use of audio-visual technology provided or made available for review? Yes No N/A

6. The Entity's Law Enforcement Department has an Explorer/Cadet/Youth program for which controls have been put in place to reduce the risks of sexual harassment and/or molestation, and those controls are specified in writing.

Have Explorer/Cade/Youth Program Yes No

If 'No' is selected disregard the remainder of this question.

Prevention measure/controls are in place to reduce sexual harassment and molestation

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

(question continued on the next page)

Focused Assessment – Law Enforcement Liability Risk Management

Entity: _____

Date: _____

If 'Yes' was checked, the prevention controls are specified in a standard operating procedure

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected for any of the questions above, provide narrative details to support response.

Evidence of the policies/procedures for the prevention of sexual harassment/molestation are provided or made available for review? Yes No N/A



Focused Assessment – Playground Safety

Entity: _____

Date: _____

1. A current playground equipment inventory exists for each playground.

Yes No N/A (Entity has no playgrounds)

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Sample of playground inventory provided? Yes No N/A

2. A detailed playground inspection is available for review and reflects equipment as stated in the inventory.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

An example of playground inspection and inventory provided? Yes No N/A

Focused Assessment – Playground Safety

Entity: _____

Date: _____

3. The Entity ensures new or renovated playgrounds are assessed by a Certified Playground Safety Inspector.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Documentation of CPSI inspection provided? Yes No N/A

4. The Entity documents its periodic inspections and repair records.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If 'No' was checked: Provide narrative details to support response.

Examples of inspection and/or repair documentation provided? Yes No N/A

5. Playgrounds that do not comply with accessibility requirements under the ADA are included in the Member's ADA transition plan.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.

Documentation of ADA transition plan for playgrounds provided? Yes No N/A

Focused Assessment – Playground Safety

Entity: _____

Date: _____

6. The Entity provides and maintains signage and/or equipment labels to indicate the appropriate user age range for each playground area or piece of playground equipment.

Yes No

If 'No' was checked: In Progress Considered & Declined Taking Alternative Action

If not considered or was rejected: Provide narrative details to support response.



2019/2020 Risk Management Assessment Scorecard Summary

As of date: 3/31/20

	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	Special Events Management
Anderson	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●
Nevada City*	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●

*Nevada City is PARSAC member for liability and did not answer questions regarding Sidewalk Liability or Urban Forest. Volunteered answers in other liability exposures were scored.

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

1 RISK MANAGEMENT FRAMEWORK	
1-1	Executive Management has developed a Risk Management Policy that supports an effective risk management structure designed to protect employees and reduce costs associated with liability and workers' compensation losses.
1-2	The City Council has adopted a resolution supporting the Risk Management Policy.
1-3	The NCCSIF Board and Risk Management Committee members have reviewed the updated NCCSIF Risk Management Policies & Procedures Manual.
1-4	A Safety/Risk Management Committee has been formed to assist with effectively implementing the City's Injury & Illness Prevention program and risk management program. The committee provides regular progress reports to Senior Management.
1-5	The City conducts an analysis of liability and workers' compensation losses to identify trends and loss reduction measures.
1-6	A risk control plan is developed with measurable loss reduction goals.
1-7	A system is in place to immediately report and investigate workers' compensation and liability claims to control claims costs.
1-8	Return-To-Work program is in place to aid in employee recovery and reduce claim costs.
1-9	The City utilizes the available NCCSIF risk management and safety resources.

	1-1	1-2	1-3	1-4	1-5	1-6	1-7	1-8	1-9
Anderson	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

2 INJURY & ILLNESS PROGRAM IMPLEMENTATION	
2-1	A current program has been developed that contains the Cal/OSHA required elements
2-2	An IIPP Administrator, who has the authority to implement the program, has been designated.
2-3	Responsibilities have been identified for managers, supervisors, and employees.
2-4	All employees are held accountable for the completion of their safety duties as part of their performance review.
2-5	A system for communicating hazards to employees and receiving employee feedback on safety concerns is in place. Examples include training, postings, communication, hazard reporting procedures, and safety committees.
2-6	Methods to enforce safety rules and regulations are in place and utilized.
2-7	Procedures for identifying workplace hazards are in place, including hazard assessments, documented inspections, and observation of work practices.
2-8	A system to correct unsafe conditions is in place.
2-9	A documented accident investigation process is in place that includes root cause analysis, manager review, and corrective action follow-up.
2-10	Training or other effective methods are used to ensure employees are aware of safety policies, programs, procedures, and tasks.
2-11	All IIPP activities are documented and records are maintained as required by Cal/OSHA.

	2-1	2-2	2-3	2-4	2-5	2-6	2-7	2-8	2-9	2-10	2-11
Anderson	●	●	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

3 ADA COMPLIANCE	
3-1	A self-evaluation of programs and facilities has been conducted per ADA requirements.
3-2	A transition plan has been completed to bring noncompliant programs and facilities into compliance.
3-3	There is a process in place to ensure all new construction, alterations, and additions meet current accessibility standards.
3-4	A procedure is in place for filing complaints related to compliance with ADA requirements.
3-5	A qualified individual has been assigned to coordinate ADA compliance requirements.
3-6	Budget and development plans include budgeting for ADA compliance projects.

	3-1	3-2	3-3	3-4	3-5	3-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

4 DRIVER & VEHICLE USE SAFETY	
4-1	The City has a written program in place that establishes vehicle use, vehicle maintenance, use of personal vehicles during City business, driver selection criteria, and defensive driver requirements.
4-2	All employees who are required to drive in the course of their employment are placed in the Department of Motor Vehicles' Employee Pull Notice Program.
4-3	Acceptable driver criterion mirrors the requirements in RM-2.
4-4	Maintenance records are maintained to meet relevant standards and warranties.
4-5	The program includes defensive driver techniques and safe practices on the use of hands free electronic devices and distracted driving.
4-6	Employees and supervisors who regularly drive on City business are trained on the City's program and procedures at hire and annually thereafter.

	4-1	4-2	4-3	4-4	4-5	4-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

5 ERGONOMIC INJURY MANAGEMENT	
5-1	The City has developed an ergonomics program to assist in the identification, prevention, and control of exposure to ergonomic risk factors (awkward postures, repetitive motion, forceful exertion, contact stress, and vibration). https://www.dir.ca.gov/title8/5110.html
5-2	High risk positions are identified by utilizing worksite evaluations, job hazard analyses, employee input, and loss data.
5-3	Once the risk factors are identified the City works at developing controls measures.
5-4	A system is in place for employees to report discomfort and/or symptoms of musculoskeletal problems and for the City to identify ergonomic solutions.
5-5	All employees are trained to recognize work-related ergonomic risk factors. High-risk employees are trained on their specific ergonomic risk factors and control measures.

	5-1	5-2	5-3	5-4	5-5
Anderson	●	●	●	●	●
Auburn	●	●	●	●	●
Colusa	●	●	●	●	●
Corning	●	●	●	●	●
Dixon	●	●	●	●	●
Elk Grove	●	●	●	●	●
Folsom	●	●	●	●	●
Galt	●	●	●	●	●
Gridley	●	●	●	●	●
Ione	●	●	●	●	●
Jackson	●	●	●	●	●
Lincoln	●	●	●	●	●
Marysville	●	●	●	●	●
Nevada City	●	●	●	●	●
Oroville	●	●	●	●	●
Paradise	●	●	●	●	●
Placerville	●	●	●	●	●
Red Bluff	●	●	●	●	●
Rio Vista	●	●	●	●	●
Rocklin	●	●	●	●	●
Willows	●	●	●	●	●
Yuba City	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

6 SIDEWALK LIABILITY MANAGEMENT

6-1	Written sidewalk inspection and mitigation procedures are in place. Procedures include a schedule for routine, documented sidewalk inspection and repair.
6-2	A written process is in place to notify property owners to repair sidewalks as allowed by the Municipal Code.
6-3	Follow-up procedures are in place to ensure defects have been mitigated by the property owner within a reasonable period.
6-4	The City has a follow-up procedure to ensure defects have been addressed by marking, barricading, etc. within reasonable periods.
6-5	Photographs are taken and maintained to visually record action taken to guard against contact by the public within a hazardous sidewalk site.
6-6	The City maintains, where feasible, an annual budget to administer the program.
6-7	A sidewalk liability transfer ordinance has been adopted. Alternatively, the City Council has considered and declined to pass such an ordinance.

	6-1	6-2	6-3	6-4	6-5	6-6	6-7
Anderson	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●
Nevada City	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

7 URBAN FOREST MANAGEMENT	
7-1	The City has a written urban forest management plan that includes selection and placement of trees and provides for identification and mitigation of hazards related to trees, shrubs, and vegetation. The plan also includes procedures for periodic inspection, care, maintenance, and complaint/emergency response.
7-2	Urban forest management is under the control and supervision of persons who have the expertise to qualify as urban foresters or arborists. Alternatively, the management plan was created by an expert and managed by the City.
7-3	Inspection and monitoring frequency is prioritized by degree of exposure of the public to vegetation hazards. (i.e.: obscured intersections, parks, playgrounds).
7-4	The City examines and, where feasible, budgets for the cost of tree maintenance, including trimming, removal and replacement as needed.
7-5	The City has adopted an ordinance defining ownership and maintenance responsibilities for trees.

	7-1	7-2	7-3	7-4	7-5
Anderson	●	●	●	●	●
Auburn	●	●	●	●	●
Colusa	●	●	●	●	●
Corning	●	●	●	●	●
Dixon	●	●	●	●	●
Elk Grove	●	●	●	●	●
Folsom	●	●	●	●	●
Galt	●	●	●	●	●
Gridley	●	●	●	●	●
Ione	●	●	●	●	●
Jackson	●	●	●	●	●
Lincoln	●	●	●	●	●
Marysville	●	●	●	●	●
Nevada City	●	●	●	●	●
Oroville	●	●	●	●	●
Paradise	●	●	●	●	●
Placerville	●	●	●	●	●
Red Bluff	●	●	●	●	●
Rio Vista	●	●	●	●	●
Rocklin	●	●	●	●	●
Willows	●	●	●	●	●
Yuba City	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

8 VOLUNTEER RISK MANAGEMENT

8-1	The City has either 1) adopted a resolution extending Workers' Compensation benefits to volunteers or 2) the City Council has considered and declined to extend benefits.
8-2	Volunteers complete applications and undergo screening procedures. Volunteer screen includes criminal background checks if the volunteer works with children, the elderly or disabled.
8-3	Volunteers receive clear direction on the scope of their volunteering duties including a written orientation and training procedures.
8-4	The driving records of volunteers who operate vehicles while volunteering for the City are screened and have no more than four points in the last three years.
8-5	Volunteers who operate personal vehicles while volunteering for the City must provide proof of adequate auto insurance (NCCSIF recommended minimum limits of: 100k/300k/50k)
8-6	Volunteers are advised their own insurance is primary in the event of an accident.
8-7	Volunteers working with children have been trained regarding requirements for mandatory reporting of suspected abuse or neglect.

	8-1	8-2	8-3	8-4	8-5	8-6	8-7
Anderson	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●
*Nevada City	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●

9 SPECIAL EVENTS	
9-1	The City has 1) a written process and 2) an application form for applicants who wish to use city facilities and/or host events on public property. (ex: classes, meetings, banquets, outdoor markets, block parties and parades)
9-2	The City requires a written contract and/or permit that includes language that the applicant agrees to defend, indemnify and hold harmless the city, its officials, agents and employees from any and all claims arising from the special event.
9-3	When appropriate, the City requires the applicant to provide proof of insurance including an additional insured endorsement in favor of the city, its officials, agents and employees for any covered claims arising from the event.
9-4	The City utilizes NCCSIF's recommended insurance specifications and requires liability limits of at least \$1 million per occurrence, increasing with the level of risk, with at least \$5 million dedicated limit for any fireworks display or demonstration.
9-5	Special events requiring road closures includes a traffic management plan that is approved by a qualified engineer.
9-6	The participants and/or volunteers of special events that involve risk of injury (ex: sporting activities) are required to sign waivers prior to participation.

	9-1	9-2	9-3	9-4	9-5	9-6
Anderson	●	●	●	●	●	●
Auburn	●	●	●	●	●	●
Colusa	●	●	●	●	●	●
Corning	●	●	●	●	●	●
Dixon	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●
Folsom	●	●	●	●	●	●
Galt	●	●	●	●	●	●
Gridley	●	●	●	●	●	●
Ione	●	●	●	●	●	●
Jackson	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●
Marysville	●	●	●	●	●	●
*Nevada City	●	●	●	●	●	●
Oroville	●	●	●	●	●	●
Paradise	●	●	●	●	●	●
Placerville	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●
Willows	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●

Implementation Level

In Place/Effective ● In Progress/Needs work ● Absent/Ineffective ● Minimal Exposure Exists ● Not completed/discussed ●



Agenda Item E.3.

**SAFETY AWARD PROGRAM
INFORMATION ITEM**

ISSUE: Members are reminded of the “Cash For Safety Culture” incentive program approved by the Board. The program is designed to recognize and reward members for promoting a positive safety culture within their organization. Members are encouraged to identify risks within their organizations, develop an idea or solution to reduce the risk, and describe the results. The award criteria will be based on proactive/innovative safety solutions that were implemented by the member and improved employee safety or reduced risk exposures.

To be eligible Members will complete the attached application form and provide any supporting documentation to the NCCSIF Risk Control Manager identifying the risk, the idea or solution, and its impact on employees or citizens. The entries will be presented to the RMC, with references to a specific member removed to maintain anonymity. The RMC will review all submissions and select the winners.

Cash prizes will be awarded for the “Most Outstanding” submission (\$5,000), an “Outstanding” submission (\$3,000) and a “Good” submission (\$2,000). All other submissions will receive an Honorable Mention certificate. The RMC will reserve the right to withhold, or reduce, a monetary award if the submission does not meet the awards criteria.

The members who submit the top three entries will be invited to share their submissions at the Annual NCCSIF Board Meeting and have them posted on the NCCSIF website. Members and staff will be able to review all submissions to determine if any of the ideas could have a positive impact on their organizations and consequently the entire membership.

FISCAL IMPACT: Proposed budget of \$10,000

RECOMMENDATION: Encourage participation from your staff to apply for recognition of your city’s safety initiatives.

BACKGROUND: Members have suggested developing a program to reward members for implementing safety measures designed to reduce the frequency and/or severity of losses covered by NorCal Cities. Risk Control staff has responded by proposing a program used successfully with other groups called “Cash for Safety Culture”. Risk Control Staff will assist in the process and send regular reminders to the members about the program throughout the year.

ATTACHMENT(S):

1. Cash for Safety Culture Program Overview
2. Cash for Safety Culture Application



Cash SAFETY for CULTURE

Change Happens One Idea At A Time

SAFETY AWARD PROGRAM OVERVIEW

The NCCSIF Risk Management Committee has approved a “Cash for Safety Culture” Award Program for the 2021-2022 program year. This program is designed to recognize and reward members for promoting a positive safety culture within their organization. We encourage you to identify ways where the program can specifically help your city promote a positive safety culture and reduce losses.

AWARDS CRITERIA

Members will be recognized for:

- Implementing proactive/innovative safety solutions that impact employee safety
- Implementing proactive/innovative safety solutions that reduce liability exposures

Prize Awards

- Most Outstanding Submission - \$5,000
- Outstanding Submission - \$3,000
- Good Submission - \$2,000
- Honorable Mention – Certificate

MARKETING

Marketing materials and reminders will be sent throughout the year to help promote participation. Consider promoting the program during staff and department head meetings, emailing the Application Form to employees, or posting the Application Form in employee break rooms.



Safety Award Program Overview

SUBMISSIONS

Members must submit an application form and supporting documentation where applicable to be eligible. Tell us what your city has done to improve safety and its effects on your employees or the citizens you serve. Encourage your management team and employees to develop an idea and solution that can have a positive impact on your agency's safety program.

Email all submissions to Henri Castro at enriqueta.castro@sedgwick.com. Remember to retain a copy for your records. Once your submission is received, a confirmation email will be sent to the member. Feel free to contact Henri with any questions at 916.508.3927.

The Risk Management Committee (RMC) will review all submissions and select the winners during the April RMC meeting. The RMC reserves the right to withhold, or reduce, a monetary award if the submission does not meet the awards criteria. In such instances, the member will receive an Honorable Mention certificate.

RECOGNITION

The members who submit the top three entries will be invited to share their submissions at the Annual NCCSIF Board Meeting and all submissions will be posted on the NCCSIF website.

AWARD DISTRIBUTION

Members may receive their award in the following ways:

- Cash award to the Member
- Off-set future NCCSIF premiums

If desired by the member, NCCSIF Staff will come to the member to present the awards during staff meetings and/or board meetings.



Cash **SAFETY** for **CULTURE**

SAFETY AWARD PROGRAM APPLICATION

Do you have an idea about how to keep you and your fellow employees safe at work? Have you developed a program, policy, or system to help reduce losses or exposures?

If so, the NCCSIF Risk Management Committee would like to hear about your ideas and solutions. The *Cash for Culture* Safety Award Program was established by the NCCSIF Risk Management Committee to promote a positive safety culture by recognizing and rewarding members who take an active role in their safety program.

Members may be rewarded for implementing proactive/innovative safety solutions that impact workplace safety.

Most Outstanding Submission - \$5,000

Outstanding Submission - \$3,000

Good Submission - \$2,000

Honorable Mention - Certificate

Submit your ideas and solutions by completing the attached form and email to Eric Lucero at eric.lucero@sedgwick.com. You are encouraged to submit your ideas as they arise. Use a separate Application Form for each submission. You may submit multiple entries, but there is only one monetary award per member.

All submissions must be received by **April 3, 2023** in order to be eligible.

Retain a copy of all documents for your records. Once we receive your submission, a confirmation email will be sent.

All entries will be voted on by the NCCSIF Risk Management Committee during their April meeting.

Cash SAFETY
for CULTURE
Safety Award Program Application

City:

Name of person submitting:

Title:

Phone:

Email:

Describe the hazard or problem:

Provide details about your idea and solutions:

Describe the results:

Attach additional details and supporting documentation if needed.

Retain a copy of all documents for your records.



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.4.a.

**POLICE RISK MANAGEMENT COMMITTEE UPDATE
INFORMATION ITEM**

ISSUE: Sedgwick provides an update on the recent activities of the Police Risk Management Committee (PRMC). The PRMC meetings are well attended, and a new training topic is typically covered as part of each meeting.

May 6, 2021 - Gregory M. Fox, Senior Partner at Bertrand, Fox, Elliot, Osman & Wenzel presented a training titled *Impact of AB 392 on Police Criminal and Civil Liability*. This session covered the challenges now facing public entities in adapting police departments' training and policies on use of force to comply with the new California laws. Also discussed possible changes in policing and how best to use the new laws to defend and protect officers in both criminal and civil litigation. Senate Bill 230 further changing laws on force and police policies was also discussed.

August 5, 2021 - Ben Laird, President of Frontline Public Safety Solutions presented a training titled *Body Worn Camera/Motor Vehicle Recorder Audit Software for Policy*. Some benefits of body worn camera audits includes monitoring your officers to ensure to department standards are being met, provides visibility into individual and team performance, provides coaching opportunities, and identifies training requirements.

November 4, 2021 - Stephanie Cruz of Cole Pro Media provided a training titled *Transparency Engagement - The Next Step in Communicating with the Public*. In an environment of ever-changing expectations, departments must keep up with best practices when it comes to communicating in a transparent way. In a time of crisis, it's vital to show people that you understand the importance of being open and honest. However, sometimes words can portray a different picture than you intended. This session gives you the tools needed to communicate more effectively by building trust with your audience. Topics include how to build trust and legitimacy during difficult times.

February 3, 2022 - Bruce Kilday and 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 some of the new laws such as:

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 Investigations

A Public Entity Joint Powers Authority



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.4.a. (continued)

Hiring & Termination of Officers

- AB 2 – POST Decertification
- AB 89 – Minimum Qualifications.

FISCAL IMPACT: None.

RECOMMENDATION: None - information only.

BACKGROUND: NCCSIF services include the facilitation of the Police Risk Management Committee meetings by Tom Kline.

ATTACHMENT(S): None



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.4.b

**POLICE RISK MANAGEMENT GRANT FUND
USAGE REPORT AND REQUEST**

ACTION ITEM

ISSUE: Since FY 14/15 NorCal Cities SIF members have funded grants totaling \$50,000 per year for their police departments to purchase and implement Body-Worn Cameras (BWC). The program has been a success, with numerous cases of claims being avoided or settled quickly based on video evidence. The Police Risk Management Committee members regularly provide feedback on their needs and make suggestions for use of the grant funds.

The attached Usage Report tracks the grant funds over the life of the program. All but two members have taken advantage of the grants and all but one have BWCs. Willows and Rio Vista outsourced their police department but remain in the program to fund their Lexipol Fire Policy Service annual fee.

An issue with smaller agencies continues to be the cost of staffing and storage needed to manage the BWC program. One member who had not used the cameras purchased by a prior Chief due to the cost of running the program has recently used grant funds to purchase new cameras. Another member has committed to a large investment in BWCs and is using the grant funds for training software.

Those members with BWC programs in place have been allowed to use the grant funds for other risk management purposes, including duty vests, tactical equipment, and the Cordico wellness app, designed primarily for public safety personnel and first responders

RECOMMENDATION: Review usage and member feedback to recommend funding for FY 22/23 and use of current balances for Cordico app or other risk management purposes.

FISCAL IMPACT: TBD - \$50,000 has been allocated to the preliminary draft FY 22/23 budget.

BACKGROUND: The Board approved a FY 14/15 budget of \$50,000 for the purchase of body cameras for NCCSIF's police agencies. The funds were used to purchase a total of 58 cameras directly from VieVu at a quantity discount. A VieVu rep distributed the cameras and provided training to the members. Two members used the funds to purchase different cameras and two have yet to take advantage of the funds. The grants in FY 15/16 and FY 16/17 were allocated to members to fund their body camera programs. Since that time, if a member agency's body camera program is fully funded the grant can be used for other risk management functions.

ATTACHMENT(S):

1. Police Risk Management Grant Funds Usage Report as of 4/7/22
2. Police Risk Management Grant Fund Request Form

NCCSIF POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT

	Member	FY 14/15 \$50,000 Grant Camera Allocation	FY 15/16 \$50,000 Grant Fund Allocation	FY 16/17 \$50,000 Grant Fund Allocation	FY 17/18 \$50,000 Grant Fund Allocation	FY 18/19 \$50,000 Grant Fund Allocation	FY 19/20 \$50,000 Grant Fund Allocation	FY 20/21 \$50,000 Grant Fund Allocation	FY 21/22 \$50,000 Grant Fund Allocation	FY 21/22 Member Specific Police Fund	TOTAL GRANTS	YTD Reimbursements Made	REMAINING FUNDS 1/25/22	Reimbursement Notes/Plan Usage
1	Anderson	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090		\$10,605	
2	Auburn	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$18,118	\$3,092	4/25/17 \$6,280.56 (12 VieVu LE4 mini body worn cameras) 9/8/17 \$3,029.18 (4 VieVu LE4mini & 1 multi-dock LE4) 2/5/19 \$2,810.26 portion of invoice (16 VieVu LE5 body worn cameras) 3/24/21 \$5,998.49 Body Cameras
3	Colusa	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$3,030	\$7,575	7/27/17 \$3,030 (concealable vests with load bearing carriers)
4	Corning	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$5,592	\$5,013	9/6/16 \$3,291.26 (4 VieVu LE4 body cameras) 2/15/19 \$2,301.12 firewall
5	Dixon	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$5,000	\$18,180	\$15,926	\$10,284	4/20/17 \$6,060 (30 Wolfcom Vision 1080p body camera with rotatable camera head and 32GB memory) 6/1/18 \$2,934.38 (3 Wolfcom Vision 1080p body camera + training cost for force options simulator) 3/6/20 \$2,631.63 (5 Wolfcom Body Camera + 1 docking port) 8/26/20 IA PRO Program
6	Elk Grove*	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$15,150	\$6,060	1/11/18 \$9,090 (WatchGuard Vista HD body cameras) 3/20/19 \$3,030 (portion of Cordico Wellness Program) 11/4/19 \$3,030 (portion of 2019 BWC purchase/Vista HD)
7	Folsom	5	\$3,788	\$3,788	\$3,788	\$3,788	\$3,788	\$3,788	\$3,788	\$400,000	\$22,725	\$22,725	\$403,788	10/5/16 \$7,576 (8 VieVu LE4 body camera and 1 multi-dock network station) 12/16/20 \$15,150 Iapro software
8	Galt	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$21,210	\$0	1/25/18 Plan to use fund /BWC program under consideration 2/28/22 AXON Body Worn Cameras
9	Gridley	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$4,543	\$6,062	9/6/16 \$3,291.26 (4 VieVu LE4 body cameras) 3/28/18 \$1,252 (one VieVu LE5 camera and seven Public Safety Vests) 8/7/20 \$2,700.41 (load bearing vests and flashlights) 11/2/16 \$1,655.23 (2 VieVu LE4 body camera)
10	Ione	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$10,605	\$0	9/8/17 \$1,736.24 balance (2 VieVu LE4 body cameras and 2 LE4 Cradle) 5/21/18 \$1,234.14 (2 VieVu LE5 body camera and license for Veripatrol Software) 5/28/21 Lava Dog Fire and Police Supply (Riot helmets, batons, gas masks and filters) 3/7/22 LENSLOCK Cameras
11	Jackson	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$9,090	\$1,515	4/20/20 Jackson PD in process of acquiring new body cams. 1/7/2021 \$9,090 Vista HD Wearable Camera User Guide
12	Lincoln	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$18,181	\$3,030	10/5/16 \$6,060 (8 VieVu LE4 body cameras) 2/25/21 \$11,632 (14 Watchguard body worn cameras)
13	Marysville	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273		\$13,635	\$4,920	\$10,988	8/18/17 \$4,919.87 (6 VieVu LE4 body cameras)
14	Nevada City	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$7,575	\$3,030	2/6/18 \$4,545 (Body Camera Storage and Equipment cost for 2015-2017) 7/15/19 \$1,515 (Axon Body Camera Storage) 4/17/20 \$1,515.00 (Body Camera Storage Fees) 3/31/21 \$1,515.00 (Body Camera Storage Fees)
15	Oroville	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$12,120	\$9,090	9/23/16 \$3,010 (Video Storage Buffalo Terastation) 10/5/16 \$3,050 (5 VieVu LE4 body cameras) 11/20/17 \$1,174.00 (1 Tactical Armor-Ballistic Vest) 9/4/18 \$4,886 (20 VieVu LE5s body cameras)
16	Paradise	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273		\$13,635	\$9,141	\$6,767	11/15/16 \$762.14 (5 flashlights) + \$1,477.28 (1 VieVu LE4 multi-dock station) 3/14/17 \$2,305.58 (Ballistic Vests) 5/3/19 \$1,895.50 (five load bearing vests) 8/7/20 \$2,700.41 (load bearing vests and flashlights)

NCCSIF POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT

		FY 14/15 \$50,000 Grant Camera Allocation	FY 15/16 \$50,000 Grant Fund Allocation	FY 16/17 \$50,000 Grant Fund Allocation	FY 17/18 \$50,000 Grant Fund Allocation	FY 18/19 \$50,000 Grant Fund Allocation	FY 19/20 \$50,000 Grant Fund Allocation	FY 20/21 \$50,000 Grant Fund Allocation	FY 21/22 \$50,000 Grant Fund Allocation	FY 21/22 Member Specific Police Fund	TOTAL GRANTS	YTD Reimbursements Made	REMAINING FUNDS 1/25/22	Reimbursement Notes/Plan Usage
17	Placerville*	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$10,105	\$500	12/28/17 \$3,970.32 (4 Tactical Armor-Ballistic Vests) 10/3/19 \$3,674.75 (Fitness Equipment) 11/18/20 \$1,077.49 (Treadmill) 9/29/21 \$1,382.87 (Kettlebell, Resistance bands, under desk bike pedal, weight bench, battle rope)
18	Red Bluff	3	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273	\$2,273		\$13,635	\$14,052	\$1,855	2/17/17 \$1,473.74 (Apex Body cam storage remediation) 10/18/17 \$3,071.26 (5 VieVu LE4 body cameras) 1/25/18 Plan to use to purchase more BWC & future funds to replace old cameras. 3/27/20 Red Bluff PD BWC is fully funded; plan to use funds for fitness equipment. 5/26/20 \$6,814.17 (Fitness Slam Balls, ball rack, cable machine, dumbbell rack, kettlebell racks, kettlebells and bumper rack) 10/29/21 \$2,692.86 (3 Body Cameras, 12 Clip Lock Metal Clips)
19	Rio Vista	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$4,241	\$6,364	11/16/17 \$4,241.15 (9 VieVu LE5 body cameras)
20	Rocklin	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$18,180	\$3,030	10/5/16 \$6,516.24 (4 VieVu LE4 body cameras, 1 LE4 multi-dock, 1 LE3 multi-dock) 1/3/19 \$5,603.76 (58 Lenslock bwc cameras and 25 in car dash cameras) 11/9/20 \$6.060 (Lenslock software)
21	Willows	2	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515	\$1,515		\$9,090	\$8,595	\$2,010	6/18/18 \$2,130 for 18/19 Lexipol-Fire Policy Service annual fee 7/2/19 \$2,130 for 19/20 Lexipol-Fire Policy Service annual fee 7/1/20 \$2,157 for 20/21 Lexipol-Fire Policy Service annual fee 6/15/21 \$2,178 21/22 Lexipol-Fire Policy Service annual fee
22	Yuba City	4	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030	\$3,030		\$18,180	\$9,759	\$11,451	5/5/17 \$6,060 (Data911 body-worn cameras) 7/12/21 \$3,699.05 (Treadmill)
	TOTAL	58	\$49,995	\$49,995	\$49,995	\$49,995	\$49,995	\$49,995	\$49,995	\$405,000	\$299,970	\$242,859	\$107,106	

*Opted for Cash Allocation to purchase other than VieVu Camera
Fund Allocation is based on cost of camera at \$757.50 each



POLICE RISK MANAGEMENT GRANT REQUEST FORM

Member Entity Name: _____

Submitted by: _____ Submission Date: _____

Available Funds: _____ Requested Funds: _____

Please use the following lines to describe the proposed use for your funds, and be sure to attach any applicable backup data such as purchase order, receipts, etc.

(If additional room is needed, please attach separate sheet.)

Check Payable to: _____

Mail Check to: _____

Signature: _____ Date: _____

Please e-mail the completed form to: Jenna Wirkner at Jenna.Wirkner@alliant.com

STAFF USE ONLY

Program Administrator Approval: _____

Total Amount Subject to Reimbursement: \$ _____



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.5.

FY 22/23 RISK CONTROL SERVICES BUDGET

ACTION ITEM

ISSUE: Each year the Committee reviews the attached preliminary Risk Management Services Budget and makes a recommendation regarding the types and amounts of funding. The Police and Training Funds have already been discussed and are presented with amounts for FY 22/23, pending any direction from the Committee.

RECOMMENDATION: Review and recommend budget for FY 22/23.

FISCAL IMPACT: TBD - Total proposed budget of \$500,224, and increase of \$10,104, or 2.1%, based on increases in the Sedgwick Service Agreement and the Lexipol subscription.

BACKGROUND: The Risk Management Committee annually reviews the administrative budget for Risk Management Services and makes a recommendation to the Executive Committee for the upcoming fiscal year.

ATTACHMENT(S):

1. Proposed Risk Management Services Budget for FY 22/23
2. FY 21/22 Member Training Fund Usage Report
3. Expense Claim Form

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND

Draft 4.11.22

July 1, 2022 to June 30, 2023

		WORK COMP	LIABILITY	GROUP PURCHASE	FY 22/23 TOTAL	FY 21/22 TOTAL	\$ CHANGE	% CHANGE
Safety Services:								
52204	Risk Control Services Agreement	\$92,160	\$92,160		\$184,320	\$178,480	\$5,840	3.3%
52201	Outside Training & Safety Award	\$15,000	\$15,000		\$30,000	\$30,000	\$0	0.0%
52202	Risk Mgmt Comm Mtg Expense	\$750	\$750		\$1,500	\$1,500	\$0	0.0%
52207	Member Training and Risk Management	\$50,000	\$38,000		\$88,000	\$88,000	\$0	0.0%
52208	Lexipol Police Manual Updates & DTBs	\$146,404			\$146,404	\$142,140	\$4,264	3.0%
52209	Police Risk Management Funds	\$25,000	\$25,000		\$50,000	\$50,000	\$0	0.0%
	Total Safety Services Expenses	\$329,314	\$170,910		\$500,224	\$490,120	\$10,104	2.1%

Per 2019-22 contract
 Including \$10k for safety award here
 \$4,000 per member annual allocation for training/conferences
 3% increase
 Pending RMC recommendation

NCCSIF
FY 21/22 MEMBER TRAINING AND RISK MANAGEMENT FUND - Updated 4/7/21
(formerly Seminars/Conference Reimbursement)

Member	FY 20/21 Training Funds	YTD Reimbursements Made	Reimbursement Notes/Usage	Must Use Funds by 6/30/2022
1 Anderson	\$4,000			\$4,000.00
2 Auburn	\$4,000			\$4,000.00
3 Colusa	\$4,000			\$4,000.00
4 Corning	\$4,000			\$4,000.00
5 Dixon	\$4,000	\$1,783.17	12-3-21 - CalPelra Conference Mileage 3-21-22 PARMA Conference - Hotel, Parking and Mileage	\$2,216.83
6 Elk Grove	\$4,000			\$4,000.00
7 Folsom	\$4,000			\$4,000.00
8 Galt	\$4,000	\$2,759.81	2-16-22 LCW Conference 2/3-2/4-22 - Stephanie Van Steyn and Roxanne Anguiano) Conference, Hotel and Mileage	\$1,240.19
9 Gridley	\$4,000			\$4,000.00
10 Ione	\$4,000			\$4,000.00
11 Jackson	\$4,000	\$1,346.04	3-16-22 - League of California Cities Conference - Hotel, Conference, Mileage (Yvonne Kimball)	\$2,653.96
12 Lincoln	\$4,000			\$4,000.00
13 Marysville	\$4,000	\$2,817.02	2-17- 22 - 2021 CalPELRA Hotel Reimbursement, Conference and Mileage (Jennifer & Nicole)	\$1,182.98
14 Nevada City	\$4,000			\$4,000.00
15 Oroville	\$4,000	\$1,548.55	3-10-2022 - 2022 PARMA Conference - Elizabeth Ehrenstron - conference, hotel , flight, parking	\$2,451.45
16 Paradise	\$4,000			\$4,000.00
17 Placerville	\$4,000			\$4,000.00
18 Red Bluff	\$4,000			\$4,000.00
19 Rio Vista	\$4,000			\$4,000.00
20 Rocklin	\$4,000			\$4,000.00
21 Willows	\$4,000			\$4,000.00
22 Yuba City	\$4,000	\$4,000.00	2-28-22 - CalPELRA Conference, Membership, Hotel & Meals - Natalie & Sheleen	\$0.00
Total	\$88,000	\$14,254.59		\$73,745.41

NOTE: FY 19/20 each member city is allotted \$4,000 from the Admin budget 52207 - **Member Training and Risk Management**
This is a Use-It-or-Lose-It and reimbursement request must be submitted within the fiscal year.

NCCSIF EXPENSE CLAIM FORM

Name: _____

Date: _____

City: _____

Location of Meeting: _____

Meeting Date: _____

Expenses:

Airfare: \$ _____ Attach travel itinerary and ticket receipt

- Covers coach rates only and any mandatory baggage fees.

Auto: Total miles _____ X _____ (IRS Rate) = \$ _____

- If travel by car shared with another member, you may share the mileage costs to avoid the maximum.

Hotel: \$ _____ Attach hotel receipt

- Not to exceed Government Rate.

Meals: \$ _____ Attach receipts

- Not to exceed \$50 per day. When meals are provided by a conference or meeting, members will not be eligible for reimbursement if they choose to dine separately. Alcohol and/or corkage fees are not reimbursable expenses.

Parking: \$ _____ Attach receipt

Car Rental: \$ _____ Attach receipt

Other Expenses: \$ _____

If other, please explain:

Member Signature: _____

*Please forward original and one copy (including all receipts) to
NCCSIF Program Administrators at
2180 Harvard Street, Suite 460, Sacramento, CA 95815*



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 21, 2022**

Agenda Item E.6.

ROUND TABLE DISCUSSION

INFORMATION ITEM

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

The Program Managers have included information about Apex Technology Management based on referrals from member cities.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: The item is to the Committee members for any topics or ideas that members would like to address.

ATTACHMENT(S):

1. Apex and New Charter Technologies
2. Apex Technology Management
3. Marc Coopwood (Biography)

Of Many, One.

At New Charter Technologies, we are a family of operating companies coming together to share best practices, resources, and capabilities. Through building this at scale, we will create a caliber of business the IT industry hasn't yet seen.

NEW CHARTER BY THE NUMBERS



615 +
Employees



270 +
Engineers



2,075 +
Clients



54,130 +
Managed Endpoints

We are on a path to be the most respected Pure-Play MSP in North America. We propel our clients into the digital world by harnessing the power of emerging technologies to align technology to their strategic and operational initiatives.

The Launch of New Charter Technologies

New Charter Technologies was born in September of 2019. Mitch Morgan, CEO of New Charter, partnered with private equity firm, Oval Partners to align the vision and propel the idea into a reality. Four founding partners - PennComp, ActiveCo, Apex, and DCG - came together, setting the stage for fast-growth years to follow. The Equity Partnership Model signifies long-term trust, strategy, collaboration, and relationships.

OUR RANGE OF IT SERVICES



IT Support



Managed IT Services



Cloud Computing



Managed Security Services

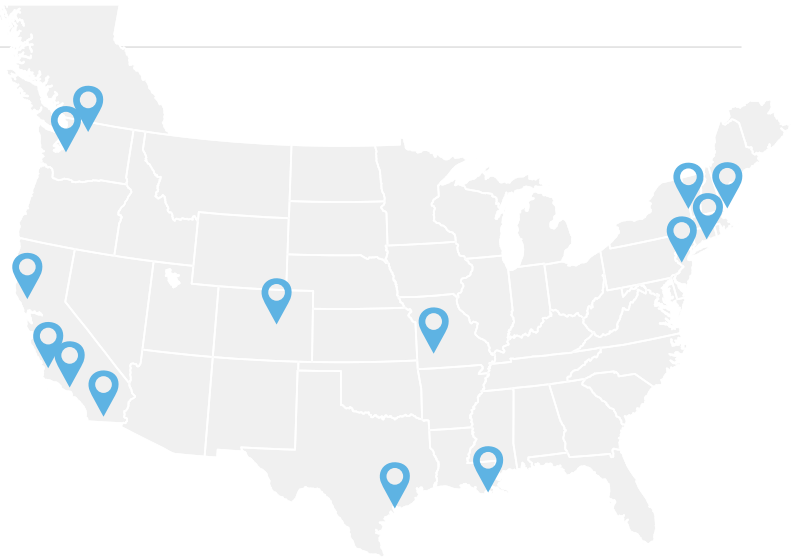


IT Consulting



Microsoft IT Solutions

Serving over 20 cities in North America through our 14 Partners



New Charter MSPs



Houston, Texas
IT That's Personal

penncomp.com



Port Coquitlam, BC
People You Can Trust

activeco.com



Redding, California
Transforming organizations and lives through innovative technology solutions

apex.com



TECHNICAL SOLUTIONS, LLC

Los Angeles, California
We Do I.T. Now.

dcgla.com



Burlington, Vermont
The Human Side of IT

tgv.net



Denver, Colorado
The Most Effective IT. Period.

greystonetech.com



Denville, New Jersey
Business Technology Simplified

olmec.com



Joplin, Missouri
Comprehensive IT Solutions

strongholddata.com



Boston, Massachusetts
We make IT work

bravertechnology.com



New Orleans, Louisiana
Your Business Re-defined

commtech.com



Orange County, California
A Microsoft Focused MSP

itresponsive.com



Rocky Hill, Connecticut
A SOC 2, Type II Compliant IT Management and Cybersecurity Firm

thinkadnet.com



San Mateo, California
The Leader in IT Security and Support for Startups and High-Growth Businesses

kinetix.com



Newport, Washington
Do Great Things

exbabylon.com

TRANSFORMING ORGANIZATIONS AND LIVES THROUGH INNOVATIVE TECHNOLOGY SOLUTIONS

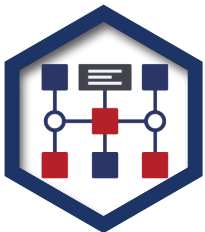
About Apex

Recognized as a Top Tier U.S. based Industry Leader in Security, Operational Maturity, Transformation and Satisfaction, Apex has been providing enterprise-class services to small and mid-sized businesses for over 30 years. Investing significantly in architecting, designing, and exhaustively testing proven solutions to offer our clients, Apex continues to implement the right solutions, the right way, the first time, every time.

Why Choose Us?

- We are committed to maintaining a Client-Obsessed company culture. Your success is our mission.
- We answer the phone. It is important to us that our clients talk to real humans every time they call our office. Our California based Help Desk has 24/7 availability with local experts.
- With 500+ years of combined IT experience and 150+ Industry Certifications, we are able to provide you with the best team to find the best solutions for your organization.

Our Services



Managed IT Services & Local Support

We take care of all your IT needs allowing you to focus on what's important. Your organization, goals, & mission.



Advanced Cybersecurity

Custom cybersecurity assessments and multi-tiered solutions to ensure your entire IT infrastructure is protected at all times.



Technology Assessments

A proactive, detailed investigation, assessment and record of your Organization's current state of IT.



IT Consulting & Outsourcing

Providing a result-oriented approach to IT consulting & outsourcing services, driving targeted outcomes for your business.



Marc Coopwood

Vice President, Public Sector

Assistant Chief of Police (retired)

Marc is the Vice President, Public Sector for Apex Technology Management. He is the former Assistant Chief of Police in the City of Beverly Hills. He also served as a Police Captain for the City of Sacramento. Marc is a Past President of the California Peace Officers' Association (CPOA).

Marc has over 27 years of experience leading Police Departments and CPOA in the Public Sector space. He has a deep understanding and expertise in supporting Public Safety agencies and municipal government at all levels.

Marc holds a master's degree in Emergency Services Administration from California State University at Long Beach. Marc is also a graduate of the F.B.I. National Academy, P.O.S.T. Command College, and the Senior Management Institute for Police.

