



**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
LINCOLN CITY HALL, LINCOLN, CA
JANUARY 16, 2014**

MEMBERS PRESENT

George Silva, City of Dixon
Jim Ramsey, City of Elk Grove
Michael Daly, City of Jackson
John Lee, City of Lincoln
Matt Michaelis, City of Marysville
Corey Shaver, City of Nevada City
Liz Ehrenstrom, City of Oroville
Crystal Peters, Town of Paradise
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Russell Hildebrand, City of Rocklin

MEMBERS ABSENT

City of Anderson
City of Auburn
City of Colusa
City of Corning
City of Folsom
City of Galt
City of Ione
City of Jackson
City of Rio Vista
City of Willows
City of Yuba City

GUESTS & CONSULTANTS

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

A. CALL TO ORDER

The meeting was called to order at 10:37 a.m.



B. PUBLIC COMMENTS

There were no public comments made.

C. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Michael Daly **SECOND:** Russell Hildebrand **MOTION CARRIED UNANIMOUSLY**

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting – October 10, 2013

A motion was made to approve the consent calendar.

MOTION: Russell Hildebrand **SECOND:** Jim Ramsey **MOTION CARRIED UNANIMOUSLY**

E. RISK MANAGEMENT BUSINESS

E1. Risk Control Service as of December 31, 2013

Ms. Henri Castro provided the Committee with an update on the services Bickmore has provided NCCSIF members during the 2013/2014 program year to date. She explained that this year has been very busy with many IIPP reviews and great process with respects to the Member Assessments and Action Plans being implemented. She noted that Bickmore has hired additional staff to assist in the increased projects received from all pools they service and asked the feedback be provided with respects to their additional staff. Bickmore currently has seven total trainers to assist their pools.

Ms. Castro advised that there is an upcoming Confined Space Rescue Training being scheduled which is an eight hour class and if any members have interest in this training to contact her for a copy of the flyer. She is also working to host a Regional Training on February 24th, 2014 regarding Flagger Safety which will most likely be held at Lincoln and/or Red Bluff.

Another project she is working on is a safety communication on electronic cigarettes. Some counties have drafted their own laws on electronic cigarettes. She advised that California Senate Bill 648 is attempting to include electronic cigarettes within the existing tobacco law. There has been no progress as the FDA has still not made a decision on this item. There has been no study suggesting second hand exposure contains nicotine so CalOSHA has still not yet made any suggestions regarding the use of electronic cigarettes in the workplace.



E2. Police Risk Management Committee Meeting Summary

Ms. Liz Ehrenstrom provided the Committee with a summary of the August 15, 2013 Police Risk Management Committee meeting. She explained that the Police Risk Management Committee had an officer involved shootings training session with discussion on lessons learned from cases in the past. The Police Risk Management Committee also requested to have training on a Physical Fitness for Duty. She advised there was also discussion on the most frequent causes of losses within the Police Department which were Civil Rights Violations, False Arrest and Officer Involved Shootings. This led to the discussion of the purchasing cameras for members' police departments. She also advised that there has been an increase in small property loss claims and mentioned that auto liability was also a large loss leader.

Mr. Jim Ramsey expressed his interest in obtaining cameras for members' police departments. Ms. Ehrenstrom advised that staff was directed to look into the costs of cameras which will be brought back to the Police Risk Management Committee for discussion. Mr. George Silva advised that the City of Dixon has some cameras being utilized and their officers have expressed a lot of satisfaction in the usage of these cameras.

Henri discussion regarding CalOSHA has sent out enforcement officers to review ATD regulations.

E3. Discussion of Police Risk Management Budget for 2014/2015

Mr. Johnny Yang explained that the Police Risk Management Committee did address the idea of the purchase of cameras in the past but the item was never brought to the Board of Directors for approval. Mr. Yang suggested the appointment of an Ad Hoc committee to discuss and draft a budget for approval by the Risk Management Committee.

Ms. Ehrenstrom then recommended that the Risk Management Committee appoint an ad hoc committee to discuss, review and submit a Budget for the Police Risk Management committee for 2014/2015. Ms. Liz Ehrenstrom and Mr. John Lee volunteered to be on the Ad Hoc committee. Ms. Ehrenstrom suggested Mr. John Ruffcorn, Chair of the Police Risk Management Committee, is asked to participate in the Ad Hoc committee as well as Mr. Tom Kline.

Ms. Castro explained that Bickmore is currently working on an analysis for all the pools serviced by Bickmore which will be compared to one another relative to their size. Bickmore is also working on a series of best practices specific to the police department exposure.

A motion was made to appoint those mentioned above on an Ad Hoc committee to discuss and develop a Police Risk Management Committee budget to be brought back to the Risk Management Committee for approval.

MOTION: Russell Hildebrand **SECOND:** George Silva **MOTION CARRIED UNANIMOUSLY**



E4. Use of Risk Management Training Funds Request

Ms. Castro explained that in prior years NCCSIF had funds to assist individual members for training. There have been three members requesting reimbursement for CPR training for their city. Mr. Yang explained that there has been \$25,000 remaining in a Risk Management Fund designed for Regional Training Sessions for NCCSIF members. As there was not a plan to include individual member trainings, staff wanted to reach out to the Risk Management Committee for direction. Mr. Yang explained that with respects to Training Sessions which are opened up to all members, the expenses of the training session are reimbursements through the Risk Management Fund. Ms. Ehrenstrom expressed concern that in approving these reimbursements it will open up the floor for other cities to request reimbursement for their individual trainings.

Mr. Hildebrand suggested the idea of a training fund going towards a trainer that will be made available to all NCCSIF members. Ms. Ehrenstrom also suggested sending an e-mail out to members requesting if they have specific trainers they would like.

Mr. Hildebrand also suggested the idea of training trainers for the NCCSIF organization that can made available upon member requests.

Staff was directed to deny the reimbursement of the use of Risk Management Funds for individual member training sessions and to research the ideas discussed above.

F. INFORMATION ITEMS

F1. Parma Conference

F2. NCCSIF Travel Reimbursement Form

G. ADJOURNMENT

The meeting was adjourned at 11:45 p.m.