



President
Ms. Rachel Ancheta
City of Dixon

Vice President
Ms. Jen Leal
City of Auburn

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Tricia Cobey
City of Galt

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND RISK MANAGEMENT COMMITTEE MEETING AGENDA

DATE/TIME: Thursday, April 16, 2026, at 10:00 am

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. INTRODUCTIONS

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. 4 **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. 5 1. Minutes of the Risk Management Committee Meeting –October 16, 2025

E. COMMITTEE BUSINESS

pg. 10 1. **Trending Reports for Workers' Compensation Claims**
Members will receive an overview of Workers' Compensation claim statistics and trends.

I 1

pg. 20 2. **Sewer O&M Academy (Formerly Sewer Summit)**
David Patzer of DKF Solutions will present a proposal to replace the annual Sewer Summit training with a series of training courses throughout the year.

A 1



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- | | | |
|---------|---|------------|
| pg. 27 | 3. 2025/2026 Program Year Risk Control Services Update <i>Shane Baird from Sedgwick will present an update on the services Sedgwick provided during the 2025/2026 program year.</i> | I 1 |
| pg. 51 | 4. Proposed Risk Control Service Plan for 2026/2027 Program Year <i>Sedgwick will present an overview of the proposed Risk Control Service Plan for the 2026/2027 program year and encourage members to provide suggestions regarding goals and deliverables.</i> | A 1 |
| pg. 54 | 5. Cash for Safety Culture <i>Members will review and provide direction to the Board of Directors on the nominations.</i> | A 1 |
| pg. 74 | 6. Risk Management Training Calendar FY 26/27 <i>Members will review and provide direction to the Board of Directors on the Risk Management Training Calendar FY 26/27.</i> | A 1 |
| | 7. Police Risk Management Committee (PRMC) | |
| pg. 76 | a. PRMC Update <i>Program Administrators will provide a summary of the last four Police Risk Management Committee Meetings and other police related activities over the past 12 months.</i> | I 1 |
| pg. 78 | 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 26/27.</i> | A 1 |
| pg. 81 | 8. Return to Work Services Proposal <i>Members will receive a proposal from NPA Return-to-Work Services for consideration.</i> | A 1 |
| pg. 98 | 9. FY 26/27 Risk Control Services Budget <i>Program Administrators will present the draft budget for risk services for review and recommendation to the Board of Directors.</i> | I 1 |
| pg. 102 | 10. ADA Compliance and Training <i>Members will review and provide direction on training and resources for ADA compliance.</i> | A 4 |
| pg. 106 | 11. 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> | I 4 |



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F. ADJOURNMENT

UPCOMING MEETINGS

Police Risk Management Committee Meeting – May 14, 2026

Claims Committee Meeting - May 21, 2026

Executive Committee Meeting - May 21, 2026

Board of Directors Meeting – June 18, 2026

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 380, 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 16, 2026**

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 expected from this item.

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

ATTACHMENT(S): Minutes of the Risk Management Committee Meeting – October 16, 2026



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN COMMUNITY CENTER
OCTOBER 16, 2025**

COMMITTEE MEMBERS PRESENT

Christy White, City of Anderson
Shelly Kittle, City of Colusa
Rachel Ancheta, City of Dixon
Tricia Cobey, City of Galt
Dalacie Blankenship, City of Jackson
Anissa Leung, City of Marysville
Crystal Peters, Town of Paradise
Paul Young, City of Red Bluff
Sheleen Loza, City of Yuba City

Jen Leal, City of Auburn
Brant Mesker, City of Corning
Allison Garcia, City of Folsom
Debbie Mackey, City of Ione
Veronica Rodriguez, City of Lincoln
Megan Williams, City of Oroville
Natalie Tornincasa, City of Placerville
Tameka Usher, City of Rocklin

OTHER MEMBERS PRESENT

Ciara Wakefield, City of Yuba City

COMMITTEE MEMBERS ABSENT

Jim Ramsey, City of Elk Grove
Marti Brown, City of Willows

Jennifer Schultz, City of Rio Vista

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Evan Washburn, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services

Shane Baird, Sedgwick
Brian Davis, Sedgwick
Summer Simpson, Sedgwick

A. CALL TO ORDER

Chair Rachel Ancheta called the meeting to order at 10:00a.m.

B. INTRODUCTIONS

Roll call was made, and a majority of the members were present constituting a quorum.

C. PUBLIC COMMENTS

There were no public comments.

D. CONSENT CALENDAR

1. Minutes of the Risk Management Committee Meeting - April 18, 2024
2. CJPRMA Annual Claims Experience Final Report 2025



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN COMMUNITY CENTER
OCTOBER 16, 2025**

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

MOTION: Dalacie Blankenship **SECOND:** Tameka Usher **MOTION CARRIED
UNANIMOUSLY**

Ayes: White, Leal, Kittle, Mesker, Ancheta, Garcia, Cobey, Mackey, Blankenship, Rodriguez,
Leung, Williams, Peters, Tornincasa, Young, Usher, Loza

Nays: None

E. GENERAL RISK MANAGEMENT ISSUES

Ms. Jenna Wirkner discussed ADA website compliance and security posture reports.

F. COMMITTEE BUSINESS

F.1. Trending Reports for Liability Claims

Ms. Sumer Simpson discussed the trending report for the liability program over the last five years.

Information only. No motion was taken.

F.2. Sedgwick Risk Control Services Update

Mr. Shane Baird discussed the Sedgwick Risk Control Services Update.

Mr. Marcus Beverly reminded members to update IIPP and workplace violence prevention plans.

Members discussed doing practice training for active shooter incidents.

Information only. No motion was taken.

F.3. Sedgwick FY 25/26 Risk Control Services Plan

Mr. Baird presented an update on the risk control services Sedgwick has provided to NCCSIF members from July 1, 2025 – September 30, 2025.

Information only, no action taken.



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN COMMUNITY CENTER
OCTOBER 16, 2025**

F.4. Strategic Planning Follow-up Risk Management Reserve Funding

Mr. Beverly discussed options for the Risk Management Reserve Funding.

Option 1: Increase the annual funding by a fixed percentage each year and put the difference into each member's Risk Management Reserve Fund to use for projects *during the upcoming fiscal year*. Attached is a sample using 5% of each program's self-insured funding, with a suggestion regarding capping the maximum funding or raising the minimum amount (perhaps a range of \$10,000 to \$100,000)

Option 2: Divert a percentage of each member's annual dividend (or increase their assessment) by a fixed percentage or amount to fund their risk management reserve fund. Attached is a sample based on the most recent dividends and assessments, using 50% of the net total for the reserve fund, \$10,000 minimum funding, and suggestion to cap those over \$100,000.

Option 3: Base each member's annual risk management reserve funding on their history of contributions and usage, with a minimum amount of funding *and usage* each year. This could be based on the same or similar percentage used for the above options. Those with balances above the year's funding would not have to add more unless they had not spent their minimum amount the previous year. See attached Risk Management Reserve Current Usage Report as of June 30, 2025, for review.

Option 4: Consider some combination of above or other means of *regularly incorporating funding and implementation* of member risk management initiatives.

Members discussed having a broader range of risk management professionals with more hours. Having a safety consultant facilitate safety meetings. Focus on certain topics. Attend safety meetings.

Summer Simpson left the meeting at 10:16a.m.

Information only. No motion was taken.

A motion was made to recommend the Board of Directors explore options for increasing expertise and hours for Risk Management.

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

MOTION: Tameka Usher

SECOND: Jen Leal

**MOTION CARRIED
UNANIMOUSLY**

Ayes: White, Leal, Kittle, Mesker, Ancheta, Garcia, Cobey, Mackey, Blankenship, Rodriguez, Leung, Williams, Peters, Tornincasa, Young, Usher, Loza

Nays: None

F.5. Cash for Safety Awards Recognition 24/25

A Public Entity Joint Powers Authority



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN COMMUNITY CENTER
OCTOBER 16, 2025**

Ms. Washburn announced the Cash for Safety Awards Recognition for FY 24/25.

Cash prizes were awarded for the “Most Outstanding” submission (\$5,000), an “Outstanding” submission (\$3,000) and a “Good” submission (\$2,000).

- City of Yuba City, Most Outstanding
- City of Placerville, Outstanding
- City of Folsom, Good

F.6. Police Risk Management Committee Update

Ms. Washburn discussed the Police Risk Management Committee update for FY 24/25.

F.7. Training Resources

Ms. Wirkner discussed training resources available to members.

- Sedgwick Risk Control (Zywave)
- PRISM – Vector Solutions
- Safety National
- The Briefing Room
- Alliant Risk Control Webinar
- DKF Training Link

F.8 Risk Management Training Calendar and Matrix

Ms. Wirkner discussed the Risk Management Training Calendar and Matrix

25/26 NorCal Cities Training Calendar

- Understanding Your JPA (Webinar)
- Managing Sidewalk Liability (Webinar)
- JPA Finance 101 (Webinar)
- Sewer Summit (Webinar)
- First Responder Wellness Training Day (Woodland)
- Law Enforcement Training Day (Rocklin Event Center)
- Risk Management 101 (Webinar)
- AMVP v. APIP (Webinar)
- Insurance Requirements in Contracts (Webinar)
- Heat Illness Prevention (Webinar)
- Flagger Training (Regional)
- Aquatic Risk Management (Webinar)
- Playground Safety Inspection Training (Regional)



**NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND
RISK MANAGEMENT COMMITTEE MEETING MINUTES
ROCKLIN COMMUNITY CENTER
OCTOBER 16, 2025**

H. ADJOURNMENT

The meeting was adjourned at 11:27a. m

Next Meeting Date: April 16, 2025

Respectfully Submitted,

Tricia Cobey, Secretary

Date



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.1.

TRENDING REPORTS FOR WORKERS' COMPENSATION CLAIMS

INFORMATION ITEM

ISSUE: Members will receive an overview of NCCSIF claim trends over the last five years, 2020-2025 and analysis of the top loss exposures related to the Workers' Compensation Program.

FISCAL IMPACT: None expected from this item.

RECOMMENDATION: Review analysis and consider when providing input for setting risk management goals.

BACKGROUND: LWP maintains a database of member claims experience that includes loss causes and other demographic information that can be used for risk management purposes.

ATTACHMENT(S): Trending Report for Workers' Compensation Claims



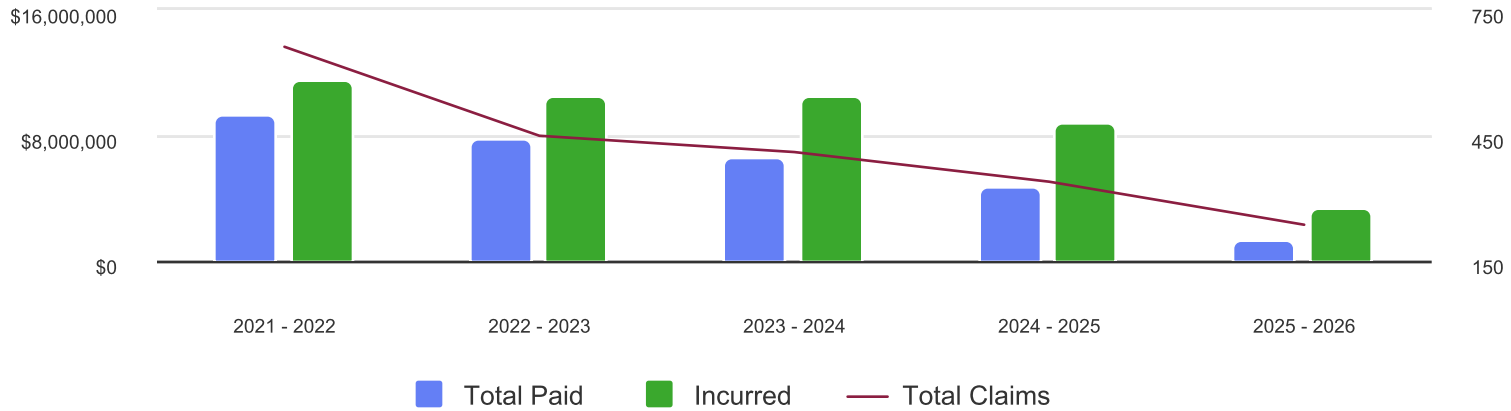
CLAIMS
SOLUTIONS

DELIVERING WHAT WE PROMISE

Workers' Compensation Claims Management

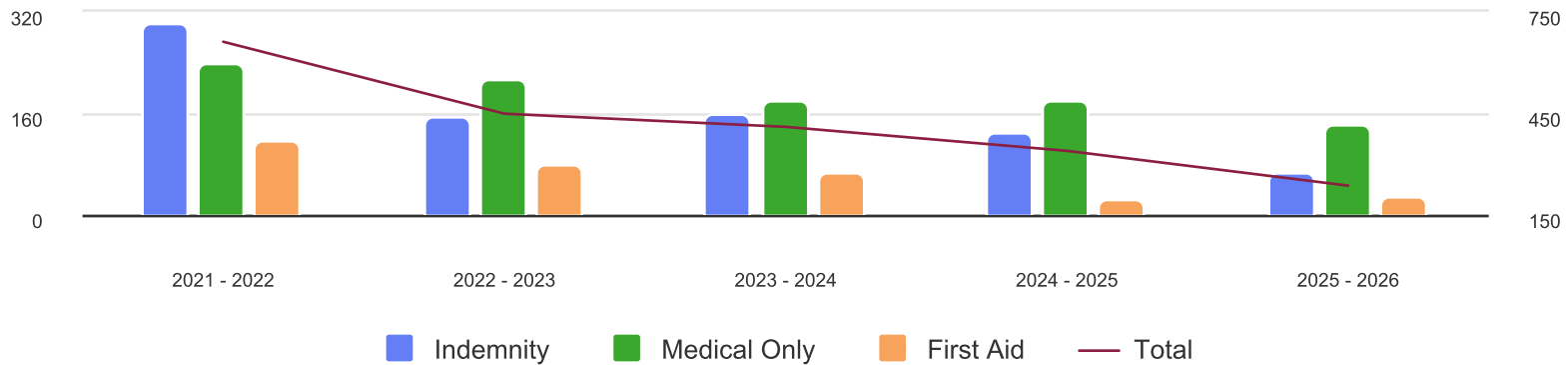
NCCSIF Stewardship Report March 2026

Total Paid and Incurred by Fiscal Year for Injuries within Fiscal Year



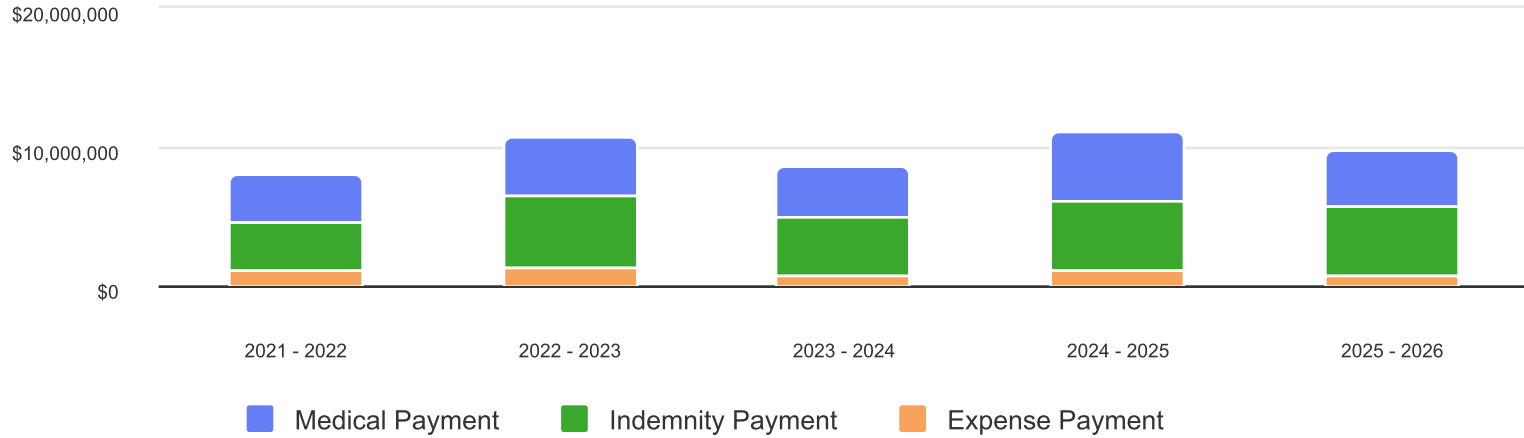
| | | | | | |
|------------|--------------|--------------|--------------|-------------|-------------|
| Total Paid | \$9,322,919 | \$7,861,232 | \$6,636,793 | \$4,778,573 | \$1,294,479 |
| Incurred | \$11,521,670 | \$10,579,154 | \$10,567,424 | \$8,766,738 | \$3,351,895 |
| Claims | 662 | 449 | 410 | 339 | 236 |

Claim Type by Fiscal Year



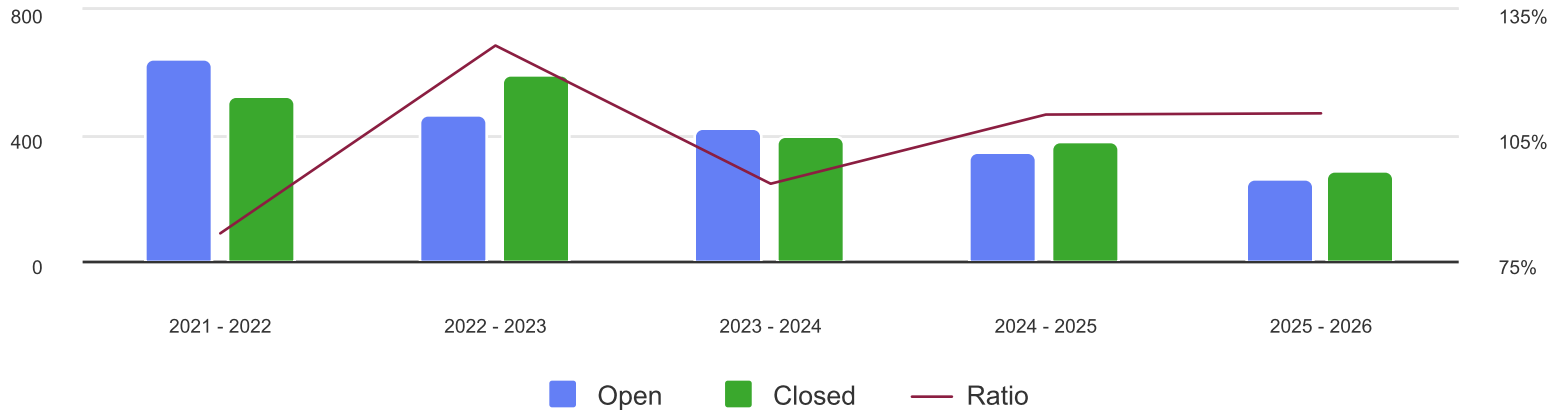
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|--------------|-----|-----|-----|-----|-----|
| Indemnity | 304 | 155 | 162 | 131 | 66 |
| Medical Only | 241 | 213 | 180 | 181 | 142 |
| First Aid | 117 | 81 | 68 | 27 | 28 |
| Total | 662 | 449 | 410 | 339 | 236 |

Total Paid by Fiscal Year Regardless of Injury Date



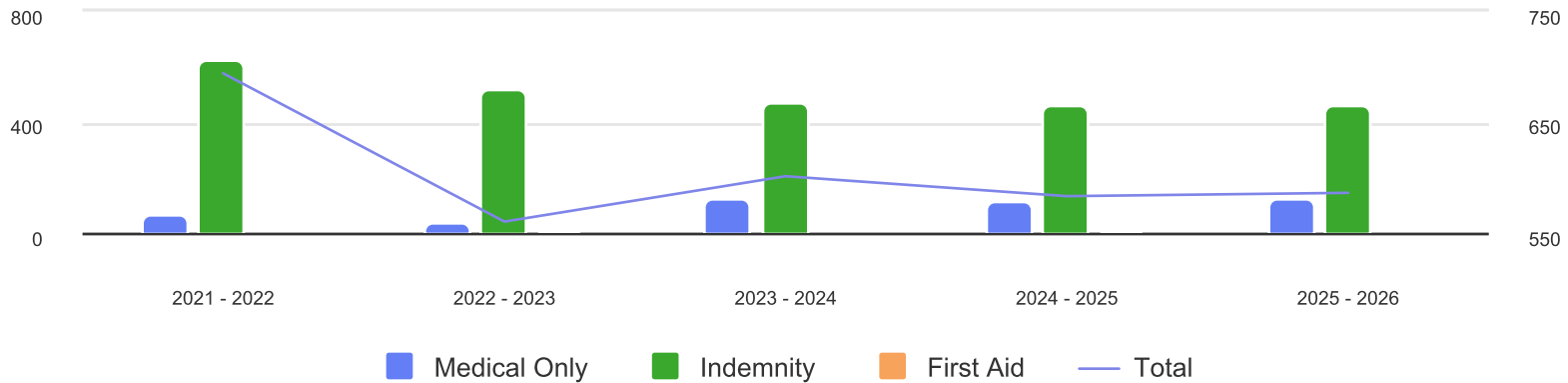
| | | | | | |
|-------------------|-------------|-------------|-------------|-------------|-------------|
| Medical Payment | \$3,391,534 | \$4,248,013 | \$3,606,120 | \$4,976,903 | \$4,057,522 |
| Indemnity Payment | \$3,498,992 | \$5,160,299 | \$4,300,421 | \$5,035,516 | \$4,818,689 |
| Expense Payment | \$1,155,359 | \$1,395,914 | \$723,797 | \$1,083,980 | \$859,964 |

Closing Ratio



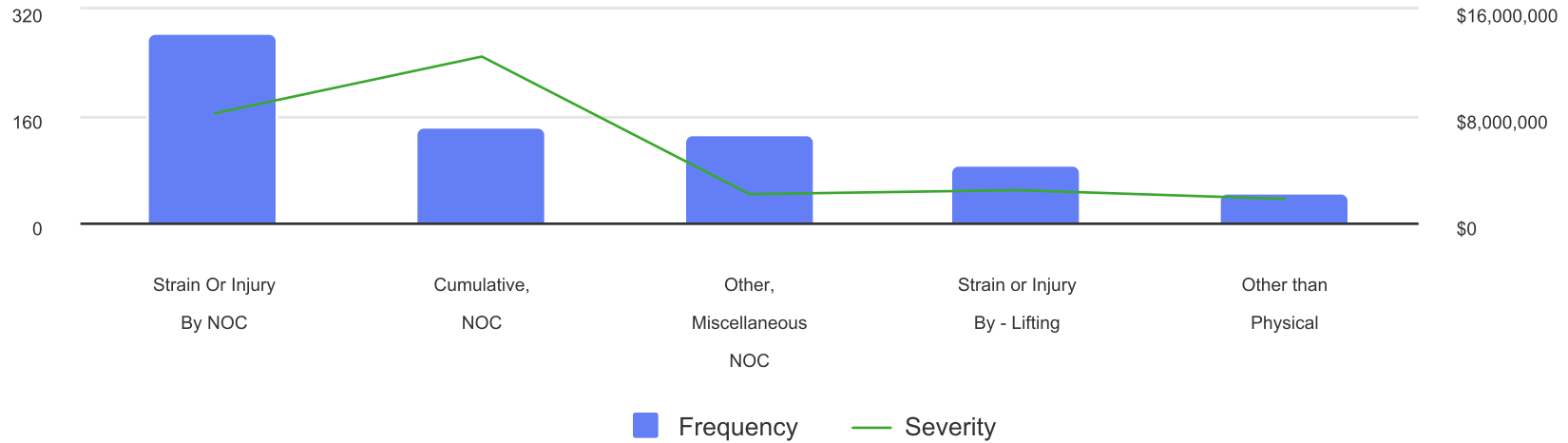
| | | | | | |
|--------|-----|------|-----|------|------|
| Open | 650 | 468 | 425 | 351 | 263 |
| Closed | 530 | 592 | 397 | 386 | 290 |
| Ratio | 82% | 126% | 93% | 110% | 110% |

Total Ending Open Inventory



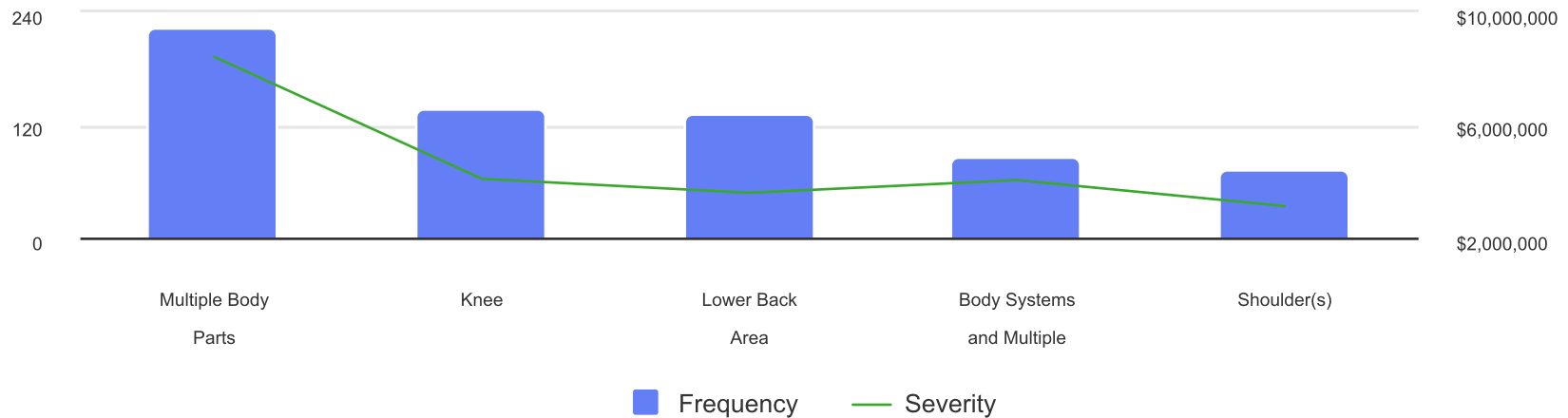
| | | | | | |
|--------------|-----|-----|-----|-----|-----|
| Medical Only | 63 | 34 | 129 | 116 | 123 |
| Indemnity | 629 | 521 | 472 | 462 | 459 |
| First Aid | 2 | 5 | 0 | 5 | 4 |
| Total | 694 | 560 | 601 | 583 | 586 |

Top 5 Cause of Injury



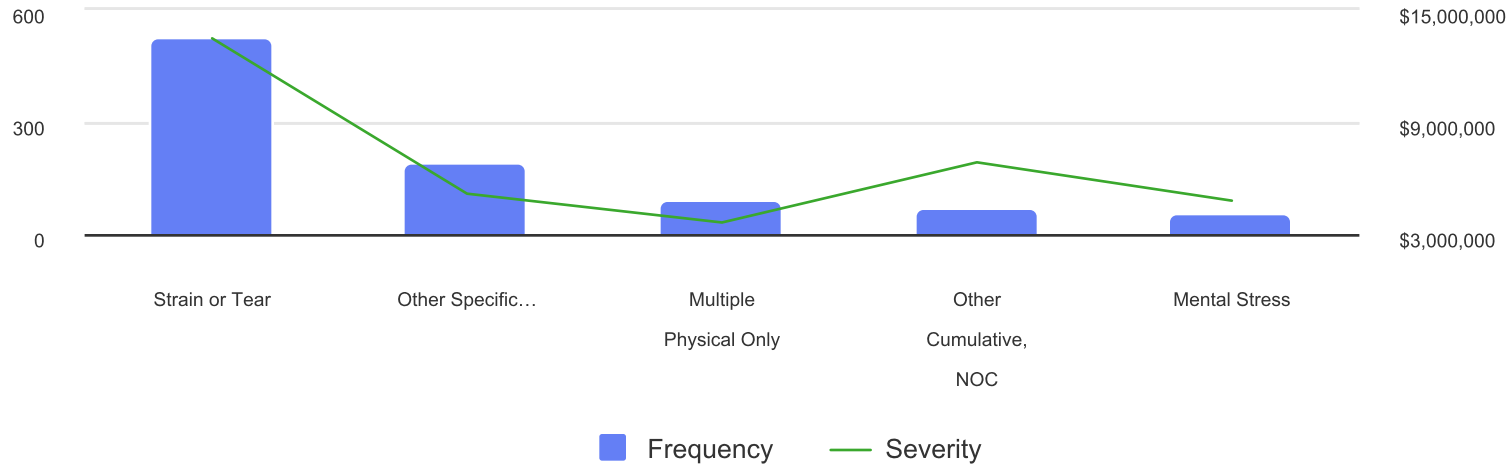
| | | | | | |
|-----------|-------------|--------------|-------------|-------------|-------------|
| Frequency | 286 | 143 | 133 | 88 | 44 |
| Severity | \$8,190,596 | \$12,465,644 | \$2,127,908 | \$2,426,266 | \$1,767,625 |

Top 5 Part of Body Injured



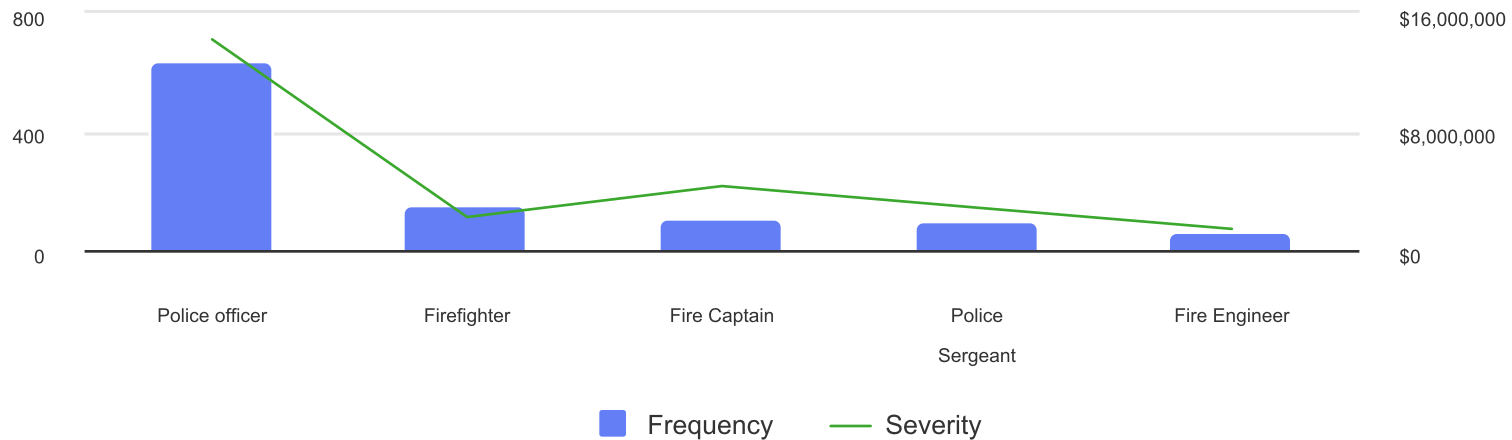
| | | | | | |
|-----------|-------------|-------------|-------------|-------------|-------------|
| Frequency | 223 | 137 | 131 | 85 | 73 |
| Severity | \$8,410,922 | \$4,082,699 | \$3,585,437 | \$4,037,102 | \$3,116,819 |

Top 5 Nature of Injury



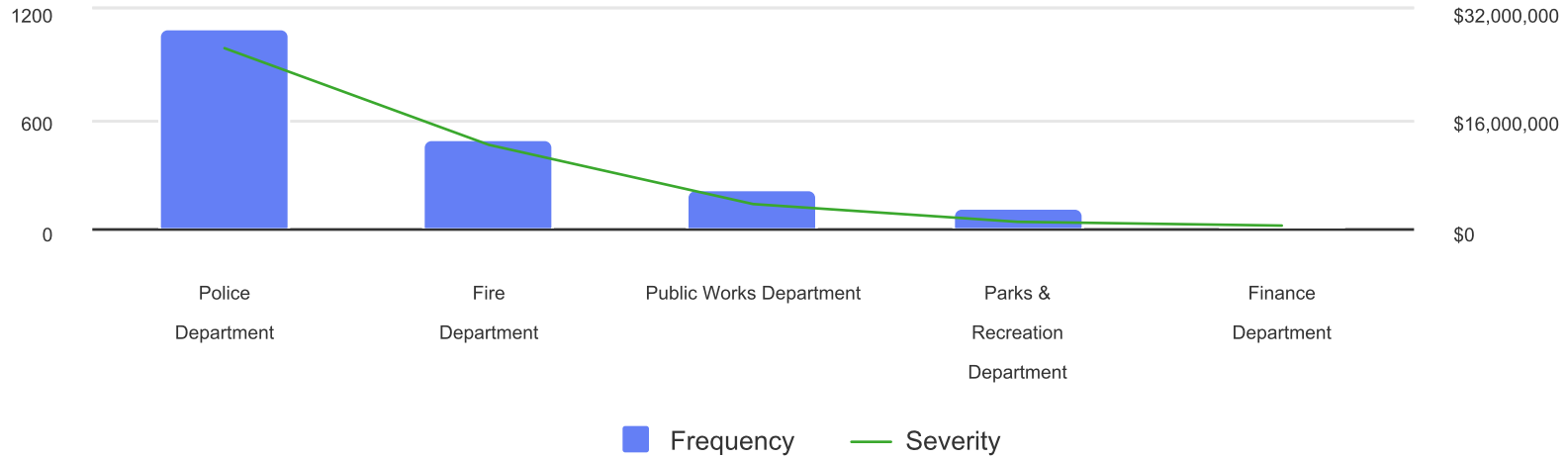
| | | | | | |
|-----------|--------------|-------------|-------------|-------------|-------------|
| Frequency | 530 | 193 | 91 | 73 | 56 |
| Severity | \$13,482,674 | \$5,160,562 | \$3,617,059 | \$6,840,095 | \$4,785,626 |

Top 5 Occupation of Injury



| | | | | | |
|-----------|--------------|-------------|-------------|-------------|-------------|
| Frequency | 636 | 150 | 111 | 98 | 67 |
| Severity | \$14,200,576 | \$2,220,398 | \$4,310,343 | \$2,855,341 | \$1,422,267 |

Top 5 Department of Injury Fiscal Year



| Department | Frequency | Severity | Average |
|-------------------------------|-----------|--------------|----------|
| Police Department | 1093 | \$26,308,207 | \$24,070 |
| Fire Department | 492 | \$12,183,053 | \$24,762 |
| Public Works Department | 213 | \$3,523,496 | \$16,542 |
| Parks & Recreation Department | 115 | \$930,670 | \$8,093 |
| Finance Department | 13 | \$376,573 | \$28,967 |

Top 20 Claims

| Claim Number | Description | Loss Date | Paid | Incurred |
|--------------|--|------------|-----------|-----------|
| 2196610267 | Vehicle crashed over the temporary construction barriers, striking patrol car. | 08/22/2021 | \$492,507 | \$996,702 |
| 2596600075 | EE was involved in a shooting that resulted in death | 03/26/2025 | \$69,021 | \$947,737 |
| 2396610138 | Employee is filing an accumulative trauma claim, undefined. Injuries stated are heart/cardiovascular health and bilateral hearing loss or acoustic traumas. | 05/09/2023 | \$340,534 | \$810,442 |
| 2296610563 | Cumulative exposure to know carcinogens from 04/18/1984 through 09/20/2013 resulting in kidney cancer known on 09/27/2022 (presumptive). | 09/27/2022 | \$688,117 | \$688,117 |
| 2496600297 | CT: 04/30/2002 - 04/30/2024 -CT claim exposure to known carcinogens in the job caused oral cavity cancer | 04/22/2024 | \$300,750 | \$550,582 |
| 2196610082 | Heart and high blood pressure presumptive per LC3212. Hands wrists low back neck shoulders feet knees bilateral hearing loss and sleep apnea | 03/03/2022 | \$550,542 | \$550,542 |
| 2196610432 | Solano County Coroners Office ruled employee's cause of Death as Cardiac Arrhythmia; a presumptive injury for active duty police officers per CA Labor Code 3212. | 12/18/2021 | \$520,971 | \$520,971 |
| 2296610183 | He was traveling on the highway when he collided head on with a wrong driver resulting his death the next day. | 01/21/2022 | \$378,653 | \$510,733 |
| 2496600144 | PTSD, head, back, right elbow, COVID | 04/10/2024 | \$316,148 | \$493,787 |
| 2396600093 | ALS care to patient w/ self inflicted GSW to head | 07/25/2023 | \$420,865 | \$475,175 |
| 2396610115 | Employee was walking during a SWAT training day when the left part of his body began to experience serious pain. There was no specific movement or incident that occurred. | 04/18/2023 | \$378,880 | \$472,915 |
| 2196610394 | He was getting off his police motorcycle in the back lot and felt pain to his lower back. He amended his app to include psyche. | 11/22/2021 | \$369,242 | \$369,242 |
| 2496600136 | During tube settle installation, foot slipped causing it to fall on EE. | 03/13/2024 | \$251,569 | \$367,192 |
| 2296610583 | Employee states 25 years of wearing duty belt and recurring low back pain. He states flair up on 10/23/2022 and has gotten progressively worse with rest. | 10/23/2022 | \$332,554 | \$366,589 |
| 2496600112 | PTSD/Anxiety and depression | 03/04/2024 | \$146,261 | \$337,079 |
| 2596600153 | CT 10/28/19-10/28/24 | 10/28/2024 | \$135,516 | \$329,547 |
| 2296610594 | Cumulative injury, psyche, PTSD as the result of work events, including emergency response to the Camp fire. Field per presumption. | 10/31/2022 | \$237,163 | \$322,754 |
| 2696600060 | Playing basketball in gym, employee went into cardiac arrest, still in hospital | 02/25/2026 | \$9,001 | \$318,960 |
| 2496600092 | Biopsy of thyroid with result of suspicious for carcinoma. CT Period 2/6/2023 - 2/6/2024 | 02/06/2024 | \$237,493 | \$317,669 |
| 2496600018 | Suspect drove to EE residence and made verbal threats of great bodily injury/death to him and his family. Yuba Co Sheriff Dept, case no. 23-1872 | 05/13/2023 | \$272,386 | \$313,033 |

Frequency and Severity of Worker's Compensation Claims by Member

| Member | Frequency | Severity | Average |
|---------------------|------------------|-----------------|----------------|
| City of Anderson | 50 | \$1,342,220 | \$26,844 |
| City of Auburn | 64 | \$1,241,905 | \$19,405 |
| City of Colusa | 9 | \$208,094 | \$23,122 |
| City of Corning | 23 | \$204,808 | \$8,905 |
| City of Dixon | 81 | \$1,540,930 | \$19,024 |
| City of Elk Grove | 346 | \$6,580,307 | \$19,018 |
| City of Folsom | 482 | \$8,605,426 | \$17,854 |
| City of Galt | 144 | \$1,854,076 | \$12,876 |
| City of Gridley | 25 | \$665,354 | \$26,614 |
| City of Ione | 22 | \$168,091 | \$7,640 |
| City of Jackson | 11 | \$193,586 | \$17,599 |
| City of Lincoln | 75 | \$2,805,635 | \$37,408 |
| City of Marysville | 42 | \$1,581,149 | \$37,646 |
| City of Nevada City | 21 | \$855,218 | \$40,725 |
| City of Oroville | 47 | \$829,070 | \$17,640 |
| City of Placerville | 47 | \$1,501,105 | \$31,938 |
| City of Red Bluff | 73 | \$1,955,304 | \$26,785 |
| City of Rio Vista | 22 | \$233,252 | \$10,602 |
| City of Rocklin | 246 | \$6,595,940 | \$26,813 |
| City of Willows | 6 | \$133,089 | \$22,181 |
| City of Yuba City | 228 | \$4,817,622 | \$21,130 |
| Town of Paradise | 32 | \$874,700 | \$27,334 |



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.2.

SEWER O&M ACADEMY (FORMERLY SEWER SUMMIT)

ACTION ITEM

ISSUE: Since the COVID-19 pandemic, the annual Sewer Summit has been delivered as a one-day virtual conference. Over time, several factors have emerged that indicate the current format is no longer meeting member needs:

- Other pool sponsors have expressed reluctance to return to an in-person conference format, primarily due to cost considerations.
- Attendee feedback consistently indicates that:
 - A single, full-day virtual conference (5–6 hours of instruction) is challenging for employees to remain engaged.
 - Removing a substantial portion of collections staff from field operations for an entire day creates operational challenges for many agencies.
- Attendance has shown a gradual but consistent year-over-year decline.

In response, DKF Solutions Group is presenting a new approach to how the Sewer Summit is delivered. Attached is a proposal from DKF to relaunch the program as the *Sewer O&M Academy*.

The proposed new format is intended to address member feedback while continuing the original objectives established when the Sewer Summit was first launched in 2005:

- Provide timely and practical information on sewer operations and maintenance equipment, methods, and techniques to reduce sewer spills and mainline backups (a leading liability claim exposure since pool inception).
- Provide ongoing education related to regulatory compliance under the Statewide Sanitary Sewer Systems General Waste Discharge Requirements Order (SSS WDR).

RECOMMENDATION: Review the proposed Sewer O&M Academy concept and recommend as presented, revised, or provide direction. Also attached is a list of services for review.

FISCAL IMPACT: None at this time; however, an annual cost of \$475/Member/Year would apply if NCC elects to subscribe to the proposed training service.

BACKGROUND: The Sewer Summit was established in 2005 as a joint effort between ABAG PLAN and the California Risk Management Authority (CSRMA) to address the frequency and rising cost of sewer backflow claims. In 2012, DKF Solutions Group was asked to organize and coordinate the event. At that time, the program transitioned from a half-day seminar with multiple presenters to a full conference-style event featuring multiple tracks and sessions held at a Bay Area conference facility.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.2. continued

In 2020, in response to the pandemic, the event was converted to a virtual conference format while maintaining a similar number of tracks and sessions. The virtual format produced significant cost savings, and pool sponsors expressed interest in continuing the virtual delivery model due to benefits such as:

- Improved accessibility for members outside the Bay Area
- The ability to record sessions and provide on-demand access following the event

Beginning in 2022, attendee feedback has increasingly indicated that the current one-day virtual conference format is no longer optimal and that a revised approach is necessary to sustain engagement, participation, and long-term program value.

ATTACHMENTS:

1. Proposal from DKF Solutions Group for the Sewer O&M Academy
2. DKF Risk Control Services

Sewer O&M Academy
(Formerly Sewer Summit)

-Schedule of Included Services and Associated Costs for Program Year 2026/27-

Executive Summary: Sewer O&M Academy is a year-round training and resource program designed to strengthen sanitary sewer system operation and maintenance across public agencies while directly supporting an insurance pool’s core objectives: loss prevention, claims reduction, and regulatory compliance.

The program provides structured, ongoing education for both sewer system leadership and frontline staff, recognizing that consistent training—not one-time events—is critical to preventing sewer backups, minimizing property damage, and reducing high-severity insurance claims.

Program Overview

Sewer O&M Academy delivers approximately monthly training throughout the year through two dedicated learning tracks:

- **Managers & Supervisors Track**
11 live classes annually focused on regulatory compliance, risk management, documentation, oversight responsibilities, spill response decision-making, and defensibility.
- **Frontline Staff Track**
11 live classes annually focused on practical sewer system operation and maintenance, spill prevention and response, field documentation, and day-to-day practices that reduce sewer spills, backups and property damage.

All sessions are presented live and recorded for on-demand access.

Secure Training & Resource Portal

Sponsoring insurance pool members receive access to a password-protected online portal that serves as a centralized training and compliance resource. Member agencies can:

- Register staff for upcoming training sessions
- Access recorded classes on demand
- Support onboarding and refresher training throughout the year
- Utilize a curated resource library, including:
 - Regulatory compliance guidance
 - Sewer spill response and reporting references
 - Sewer backup prevention resources

- Sample policies, procedures, and ordinances

This platform allows agencies to maintain continuity, reinforce best practices, and document proactive risk-control efforts.

Purpose and Value to Insurance Pool Members

The purpose of Sewer O&M Academy—and the rationale for insurance pool sponsorship—is to:

- Reduce preventable sewer backups impacting private property
- Lower the frequency and severity of sewer-related insurance claims
- Improve regulatory compliance related to sewer spills and reporting
- Provide consistent, defensible training for both management and field staff
- Demonstrate proactive risk control across the pool’s membership

By standardizing training and making it accessible year-round, Sewer O&M Academy helps member agencies move from reactive response to proactive prevention, protecting public infrastructure while reducing financial exposure.

Strategic Investment in Risk Control

Sewer O&M Academy is structured as an annual, subscription-based program that delivers continuous value throughout the year. For insurance pools, it represents a scalable, cost-effective investment in risk control—aligning training, compliance, and loss prevention into a single, measurable program that supports safer operations and fewer claims.

Sewer O&M Academy Details:

I. Included Training Classes FY26/27:

a. Manager/Supervisor Class Schedule:

- i. How to Run a Collection System - for Managers/Supervisors
- ii. Developing a Lower Lateral Program
 1. Laterals - What do I do with these? whether you own them or not, you should have a plan and a program.
- iii. Work Planning and Scheduling
- iv. Developing a Condition Assessment Program for All Your Assets
- v. Maintenance Strategies to Keep your Infrastructure from Failing
- vi. Sewer Backup Response Plan Best Practices for Your SERP
- vii. TBD save for SWRCB for Regulatory Updates
- viii. TBD save for vendor on new/emerging sewer technology
- ix. TBD save for vendor on new/emerging sewer technology

- x. TBD save for CSRMA Legal Counsel re: Sewer Ordinance Considerations

b. Employee:

- i. Collections 101
- ii. Easement Maintenance
- iii. Source Control for the Collection System Worker
- iv. Selecting the Best Method and Nozzle/Attachment for Cleaning Pipes
- v. Mobile Cleaning Operations Safety
- vi. Combo Unit Operation for Safety and Efficiency
- vii. Bypass Pumping
- viii. Manhole Inspections and Rehabilitation
- ix. Easement Road Essentials
- x. Lift Station Condition Assessment
- xi. What to Say and Not to Say to a Resident Following a Sewer Backup

II. Included Services

- a. **Web site:** SewerAcademy.com

b. Houses:

- i. Curated sewer spill, sewer backups, backflow prevention devices, sample ordinances and regulatory compliance resources
- ii. Recorded classes
- iii. Prepopulated library of 90-100 recorded webinars on sewer-related issues
- iv. Schedule of classes for year
- v. Class registration page

III. Schedule: July 1-June 30 Annually

- a. Manager/Supervisor Track: 1pm
- b. Employee: 730am

IV. Fees:

- a. **Pool:** \$475/Member/Year
- b. **Individual Agency:** \$950/year

NCCSIF Member Risk Control Services

Presented by DKF Solutions Group | Board Briefing

NCCSIF member agencies face recurring losses from sewer backups, falling trees, trip-and-fall incidents, and workplace liability claims. The following programs are designed to directly address these exposures through targeted training, operational tools, and supervisory development.

Why This Matters

NCCSIF loss experience points to three high-severity claim categories this proposal directly addresses:

- **Sewer backups** – high-cost, recurring municipal liability
- **Falling trees/branches** – common property damage and injury claims
- **Trip-and-fall incidents** – one of the most frequent municipal liability sources

Delivery Platform

All programs are delivered through the **existing TrainingLink platform** – no new infrastructure required. Programs may be selected individually or in combination, with no obligation to implement the full suite.

Because NCCSIF members are already using the TrainingLink platform, the pool can leverage this existing infrastructure to efficiently deliver an expanded range of training and risk control programs.

Operational & Compliance Programs

- **Smart SOP Platform** – Photo/video SOPs with integrated JHAs, PPE guidance, and lockout/tagout
- **SOMA Academy** – 22 classes on sewer operations, spill prevention, and regulatory compliance
- **Michigan State Supervisory Certificate** – Subsidized MSU credential for frontline supervisors
- **Buddy-to-Boss Workshops** – Transition training for newly promoted supervisors

Workforce Training & Risk Management Education

- **Interpersonal Skills Series** – 6 virtual classes on communication, conflict resolution, and de-escalation
- **Field Ergonomics & Biomechanics** – Safe body mechanics for public works and utility field staff
- **Defensive Driving** – Safety training for employees operating municipal vehicles
- **Risk Management Fundamentals** – 5 sessions on risk programs, JPA pools, claims, and contract risk transfer
- **Tree Inspection** – Hazardous tree ID, inspection, and documentation (parks and public works)
- **Sidewalk Inspection** – Systematic inspection and hazard documentation to reduce trip-and-fall liability

Programs at a Glance

| Program | Focus | Est. Annual Cost |
|--------------------------------------|--|------------------|
| Smart SOP Mobile App | Field SOPs, JHAs, LOTO – up to 600 employees | \$6,000–\$8,000 |
| SOMA – Sewer Operations Academy | 22 classes; spill prevention & regulatory compliance | \$8,550 |
| Michigan State Supervisory Series | Leadership credential for frontline supervisors (up to 20) | \$10,000 |
| Buddy-to-Boss Workshops | Peer-to-supervisor transition; reduces employment claims | \$6,000 |
| Interpersonal Skills Series | 6 virtual classes; conflict reduction, communication | \$8,000 |
| Risk Management Fundamentals | 5-session series for risk managers and administrators | \$7,500 |
| Tree Inspection | Hazard ID, documentation, liability reduction | TBD |
| Sidewalk Inspection | Systematic inspection; trip-and-fall prevention | TBD |
| Field Ergonomics / Defensive Driving | Workers' comp and vehicle liability reduction | TBD |

Illustrative Program Bundles

Operational Risk Focus

SOMA + Smart SOP

Leadership Focus

Michigan State Supervisory Series + Buddy-to-Boss

Workforce Development

Interpersonal Skills + Field Ergonomics

Liability Reduction

Tree Inspection + Sidewalk Inspection

NCCSIF may **select one or more programs** to implement based on the pool's risk control priorities and budget. Programs are modular, competitively priced, and purpose-built for public works, water, and wastewater operations.



Northern California Cities Self Insurance Fund
 Risk Management Committee Meeting
 April 16, 2026

Agenda Item E.3.

SEDGWICK 2025/2026 RISK CONTROL SERVICES UPDATE

INFORMATION ITEM

ISSUE: Shane Baird will present an update on the risk control services Sedgwick has provided to NCCSIF members from July 01, 2025, through March 31, 2026. A member services report is included for review and discussion.

To date for PY 2025/2026 there have been 106 service requests from NCCSIF members. These requests include training, program development, phone/email consultations, and physical inspections. Training (27) and ergonomic evaluations (51) were the most requested out of those 106 service requests.

Focused Risk Assessments

It has been a goal to get the NCCSIF scorecards updated, and a self-reporting tool has been created. The purpose is to allow each member to complete the assessment “on their own time” as opposed to using service days for the year to meet in person and update the scorecard. The self-reporting tool has been sent out to each member, with fourteen scorecards updated and eight still pending. If there were “in progress/needs work” findings, recommendations were made and/or policies provided.

Individual emails were sent to those remaining eight members to remind them that their scorecard still needs to be updated along with the self-reporting tool.

| SCORECARD UPDATE | | |
|------------------|-------------|-------------|
| UPDATED | | NOT UPDATED |
| Anderson | Nevada City | Colusa |
| Auburn | Paradise | Folsom |
| Corning | Red Bluff | Gridley |
| Dixon | Rocklin | Lincoln |
| Elk Grove | Willows | Marysville |
| Galt | Yuba City | Placerville |
| Ione | | Rio Vista |
| Jackson | | |

Focused Risk Assessment Follow-up

Sedgwick has provided members with draft resolutions, policies, and programs related to their Focused Risk Assessment Examples include:

- | | |
|----------------------------|---------------------------------------|
| Ladder Policy | Urban Forest Management Policy |
| Return to Work Program | Injury and Illness Prevention Program |
| Vehicle Use Program | Ergonomics Program |
| Sidewalk Liability Program | ADA Compliance & Transition Plans |
| Fall Protection Policy | Risk Management Resolution & Policy |



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.3.continued

Training Included:

Traffic Control Flagging, Powered Industrial Trucks (Forklift), Aerial Lifts, Defensive Driver, Asbestos Awareness, Lead Awareness, Workplace Violence (SB 553), Dealing with Difficult People, Bloodborne Pathogens, Ladder Safety, Wildfire Smoke, Heat Illness, Asbestos Awareness, Electrical Safety, and others.

Policy Development and/or Review:

Injury and Illness Prevention Program (IIPP), Workplace Violence Prevention, Alcohol & Drug Policy, Emergency Response Management. Auto, Fleet & Drivers Risk, Respiratory Protection, Harassment Discrimination, and Retaliation, and others.

Physical inspections

Members have requested physical inspections city-wide and some with just one or two specific locations. Some common inspection requests have been Aquatic Centers, Wastewater Plants, Water Plants, Corporate Yards, City Halls, Playgrounds, Police Departments, and Engineering Offices.

Ergonomic Evaluations

Members have continued to request office ergonomic evaluations for their staff. These evaluations have been conducted both virtually and in person. To request an ergonomic evaluation please use the ergonomic evaluation form and send Shane Baird to set up.

Phone Email Consultations

Members have requested information or guidance regarding the following topics: ergonomics, Cal/OSHA reporting requirements, scorecard questions, workplace violence, Narcan requirements in first kits, eyewash stations requirements, and others.

Risk Management Assessment Complete Scorecard

The complete Scorecard with all Best Practice Categories is provided to show members other categories available for assessment as needed.

FISCAL IMPACT: None.

RECOMMENDATION: None. This is provided as information only.

ATTACHMENTS:

1. Safety Award Program Overview
2. Sedgwick Risk Control Brochure
3. Ergonomic Evaluation Request Form



Cash for SAFETY 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.

- Safety Culture Champion - \$5,000**
- Safety Culture Advocate - \$4,000**
- Safety Culture Leader - \$3,000**
- Safety Culture Supporter - \$2,000**
- Safety Culture Supporter - \$2,000**
- Safety Culture Partner - Honorable Mention Certificate**

Submit your ideas and solutions by completing the attached form and email to Shane Baird at shane.baird@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 only one submission can be submitted to the NCCSF Risk Management Committee. There is only one monetary award per member.

All submissions must be received by **April 3, 2026** 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.

sedgwick⁺


RISK CONTROL

Safety Training Catalog





INTRODUCTION



Sedgwick's California-based risk control team consists of experienced and certified professionals who specialize in safety, risk management, and real-world solutions. Our team's diverse expertise and collaborative approach allow us to deliver high-quality, customized training solutions that address the unique needs of each client.

Whether you're looking to energize your team with an on-site session, connect virtually across locations, or empower your internal leaders through train-the-trainer programs, we've got you covered. Each session is designed to be interactive, relevant, and tailored to your organization's unique challenges and goals. At the conclusion of each training, clients will receive a sign-in sheet, a presentation summary handout, and course evaluations. Certificates of completion are available upon request.

This catalog showcases some of our most popular and impactful training topics. From compliance essentials to culture-shifting safety strategies, we're here to help you build a safer, smarter workplace—one session at a time.

COURSE LIST

| COURSE | PAGE | COURSE | PAGE |
|--|-------------|---|-------------|
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| Asbestos Awareness | 3 | Lead Awareness | 10 |
| Backhoe Operator Training | 4 | Lockout/Tagout | 11 |
| Bloodborne Pathogens | 4 | Mandated Reporter | 11 |
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| Electrical Safety - Low Voltage | 5 | Reasonable Suspicion Training for DOT Supervisors | 12 |
| Electrical and Arc Flash Safety Awareness | 6 | Silica Awareness | 13 |
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| Office Staff Ergonomics | 7 | Tool Safety (Hand and Power) | 13 |
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| Fall Protection | 8 | Tree Trimming Safety | 14 |
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| Injury & Illness Prevention Program | 10 | Workplace Violence | 17 |



COURSE DESCRIPTIONS

Aerial Lift/Elevated Work Platforms

This training course is designed for operators of aerial/elevating work platforms, with a primary focus on bucket truck and scissor lift operations. The course aims to equip participants with the knowledge and skills necessary to safely operate aerial lifts and elevating platforms.

Course Objectives:

- Understand the types and classifications
- Learn the regulatory standards and safety guidelines as per ANSI and Cal/OSHA
- Gain insights into the causes of fatalities and injuries associated with lift operations
- Learn procedures for pre-use inspections, frequent and annual inspections, and maintenance
- Acquire practical skills for safe operation, including platform safety, stability, and handling of weather conditions
- Explore the importance of recordkeeping and compliance with safety standards

Asbestos Awareness

This training course is designed to provide participants with essential knowledge about asbestos and its properties, uses, associated health risks, and safety measures. The course aims to raise awareness and ensure safe practices when dealing with asbestos-containing materials (ACM).

Course Objectives:

- Understand the properties and common uses of asbestos
- Learn about the health risks and diseases caused by asbestos exposure
- Identify asbestos-containing materials and evaluate hazards
- Gain knowledge of regulatory requirements and program elements for asbestos management
- Develop skills for exposure monitoring, evaluation, and control
- Implement safe work practices and personal protective equipment (PPE) usage





Backhoe Operator Training

This course is designed for employees who operate or work around backhoes and loader/backhoe equipment. It provides essential knowledge on equipment dynamics, Cal/OSHA regulations, safe operating procedures, and hazard recognition. Participants will gain a thorough understanding of machine stability, trenching techniques, loader operations, and the importance of pre-operation inspections. Emphasis is placed on preventing common hazards such as rollovers, back overs, and rollaway, while promoting safe work practices and regulatory compliance.

Course Objectives:

- Understand the principles of machine dynamics, including center of gravity and stability
- Learn how to conduct thorough pre-operation inspections of both the backhoe and loader
- Understand how to apply safe operating procedures for digging, lifting, trenching, and loading
- Recognize and mitigate primary hazards such as rollovers, back overs, and co-worker complacency
- Learn how to follow Cal/OSHA and DMV regulations related to backhoe operations
- Understand the importance of operator confidence and the responsibilities of all personnel on site



Bloodborne Pathogens

This training course is designed to provide participants with essential knowledge about bloodborne pathogens (BBP), their transmission, associated health risks, and effective exposure control measures. The course aims to ensure safe practices and compliance with regulatory requirements to minimize the risk of BBP exposure.

Course Objectives:

- Understand what bloodborne pathogens are and the diseases they cause
- Learn about the modes of transmission and how to prevent exposure
- Identify and implement effective exposure control measures
- Learn how to comply with Cal/OSHA's Bloodborne Pathogens standard
- Develop skills for proper use of PPE and safe work practices



Confined Space Awareness

This training course is designed to provide participants with essential knowledge about confined spaces, their hazards, and safe entry procedures. The course aims to ensure compliance with regulatory requirements and promote safe practices when working in or around confined spaces.

Course Objectives:

- Understand the definition and types of confined spaces
- Learn about the hazards associated with confined spaces
- Identify and implement safe entry procedures and controls
- Learn how to comply Cal/OSHA confined space regulations

Defensive Driver

This training course is designed to provide essential knowledge and skills to make better driving decisions, enhance safety, and reduce the risk of accidents. It covers various aspects of safe driving, including vehicle maintenance, road hazards, weather conditions, and defensive driving techniques.

Course Objectives:

- Understand safe and unsafe driving behaviors
- Learn how to combat complacency and make smarter driving decisions
- Identify and manage road hazards and adverse weather conditions
- Develop skills for maintaining proper following distance and avoiding collisions
- Gain knowledge of current traffic safety laws and vehicle safety technologies



Electrical Safety - Low Voltage

This training course is designed to provide participants with essential knowledge about electrical safety, the risks associated with electricity, and safe work practices. The course aims to raise awareness and ensure compliance with safety regulations to prevent electrical hazards and injuries.

Course Objectives:

- Understand the basic principles of electricity and electrical terminology
- Learn about the risks and hazards associated with electricity
- Identify common electrical hazards in the workplace
- Develop skills for safe work practices and proper use of PPE
- Learn how to comply with Cal/OSHA electrical safety regulations



Electrical and Arc Flash Safety Awareness

This is a critical course to educate employees, supervisors, and safety professionals on the hazards associated with electrical systems and arc flash incidents. This course provides a comprehensive overview of the NFPA 70E standard, Cal/OSHA regulations, and best practices for electrical safety in the workplace. Participants will learn how to recognize electrical hazards, implement safe work practices, and use appropriate PPE to prevent injuries and fatalities.

Course Objectives:

- Understand the fundamentals of arc flash and electrical hazards, including causes and consequences
- Interpret and apply the NFPA 70E standard and relevant Cal/OSHA regulations
- Identify and implement electrical safe work practices, including lockout/tagout procedures
- Conduct arc flash hazard analyses and determine appropriate PPE
- Recognize and maintain electrical safety boundaries and approach limits
- Understand the responsibilities of host and contract employers in managing electrical safety



Emergency Action Preparedness

This training course is designed to provide participants with essential knowledge about emergency action plans (EAP). This includes evacuation procedures, shelter-in-place protocols, and responses to various emergencies such as fires, medical emergencies, earthquakes, and workplace violence.

Course Objectives:

- Understand the components and importance of an EAP
- Learn evacuation procedures and shelter-in-place protocols
- Develop skills for responding to various workplace emergencies
- Comply with Cal/OSHA emergency action plan regulations
- Implement best practices for emergency preparedness and employee safety

ERGONOMICS TRAINING

Office Staff Ergonomics

This training course is designed to provide participants with essential knowledge about office ergonomics, including basic principles, risk factors, and control measures. Participants will learn how to improve workplace comfort, reduce the risk of musculoskeletal disorders, and enhance productivity through effective ergonomic practices.

Course Objectives:

- Learn basic ergonomic principles and understand common misconceptions
- Identify risk factors associated with office work and their relationship to injuries
- Develop skills for implementing control measures to reduce ergonomic risks
- Understand the importance of creating an ergonomic lifestyle and taking micro-breaks



Industrial Ergonomics

This training course will provide participants with essential knowledge about industrial ergonomics and safe lifting practices. The course aims to reduce the risk of musculoskeletal disorders, improve workplace safety, and enhance productivity through effective ergonomic principles and material handling.

Course Objectives:

- Learn basic ergonomic principles and understand common misconceptions
- Recognize signs and symptoms of musculoskeletal disorders
- Identify risk factors associated with industrial work and their relationship to injuries
- Understand the use of mechanical aids and their benefits

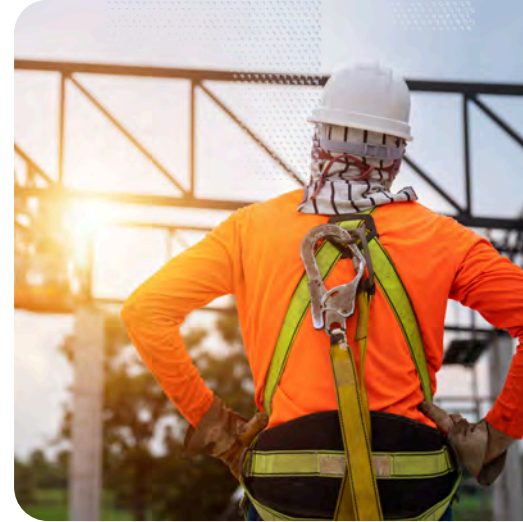


Fall Protection

This training course is designed to provide participants with essential knowledge about fall protection, including understanding regulations, fall protection systems, and rescue procedures. The course aims to raise awareness and ensure compliance with safety standards to prevent falls and related injuries.

Course Objectives:

- Learn general industry and construction requirements
- Identify basic fall protection systems and equipment
- Develop skills for implementing control measures to eliminate or reduce fall potential
- Understand the importance of rescue plans and procedures



Fire Prevention

This training course is designed to provide participants with essential knowledge about fire prevention, including understanding fire hazards, fire protection equipment, and emergency procedures. The course aims to raise awareness and ensure compliance with safety regulations to prevent fires and related injuries.

Course Objectives:

- Understand the components and importance of a Fire Prevention Plan (FPP)
- Learn fire prevention practices and housekeeping procedures
- Identify different classes of fires and appropriate fire protection equipment
- Recognize potential fire hazards in various workplace settings and implement control measures
- Develop skills for responding to fire emergencies and evacuation procedures



Forklift Certification

This training course will provide participants with essential knowledge about the safe operation of forklifts, including pre-use inspections, lifting principles, and safe driving practices. The course aims to ensure compliance with safety regulations and reduce the risk of accidents and injuries with forklifts.

Course Objectives:

- Understand the importance of pre-use inspections and how to conduct them
- Learn about different types of forklifts and their specific features
- Identify common causes of forklift accidents and how to prevent them
- Implement safe driving practices and special concerns related to forklift operation





Hazard Communication

This training course is designed to provide participants with essential knowledge about hazard communication, including understanding hazardous chemicals, product labels, and safety data sheets (SDS). The course aims to ensure compliance with safety regulations and protect employees from chemical hazards in the workplace.

Course Objectives:

- Understand what hazardous chemicals are and their effects on the body
- Learn about different types of hazardous chemicals and how they enter the body
- Identify and interpret product labels and SDS
- Gain skills to minimize chemical exposures

Hearing Conservation

This training course is designed to provide participants with essential knowledge about hearing conservation, including understanding the effects of noise on hearing, types of hearing loss, and protective measures.

Course Objectives:

- Understand the importance of hearing conservation and the impact of noise on hearing
- Learn about different types of hearing loss and how the ear works
- Identify what sound is and how to measure noise levels
- Develop skills for selecting and using hearing protection effectively



Heat Illness Prevention - Indoor and Outdoor

This training course is designed to provide participants with essential knowledge about preventing heat illness in both indoor and outdoor work environments. The course aims to ensure compliance with safety regulations and protect employees from heat-related illnesses through effective prevention measures and emergency response procedures.



Course Objectives:

- Understand the importance of heat illness prevention and the impact of heat on health
- Learn about different types of heat illnesses and their symptoms
- Identify risk factors for heat illness and how to mitigate them
- Develop skills for implementing heat illness prevention measures
- Learn emergency response procedures for heat-related illnesses



Injury & Illness Prevention Program

This training course is designed to provide participants with essential knowledge about the Injury and Illness Prevention Program (IIPP), including its purpose, key elements, and responsibilities.

Course Objectives:

- Understand the purpose and importance of the IIPP
- Learn about the key elements of the IIPP
- Understand the roles and responsibilities of employees, supervisors, managers, and the IIPP Administrator
- Learn how to report workplace hazards, conducting hazard assessments, and implementing corrective actions
- Understand the procedures for accident reporting, investigation, and maintaining compliance with safety regulations



Ladder Safety

This training course is designed to provide participants with essential knowledge about ladder safety, including regulatory requirements, proper selection, setup, use, care, and storage of ladders.

Course Objectives:

- Learn how to choose the right ladder based on duty ratings and height
- Develop skills for inspecting ladders and identifying defects
- Implement proper setup and securement techniques for ladders
- Understand the importance of ladder care, storage, and training requirements

Lead Awareness

This training course is designed to provide participants with essential knowledge about lead awareness, including understanding the properties of lead, exposure risks, health hazards, and methods to minimize exposure.

Course Objectives:

- Understand the properties and common uses of lead
- Identify health hazards associated with lead exposure
- Develop skills for minimizing lead exposure and implementing safety guidelines
- Comply with Cal/OSHA lead awareness regulations





Lockout/Tagout

This training course is designed to provide participants with essential knowledge about lockout-tagout (LOTO) procedures, including understanding the importance of LOTO, creating written procedures, training requirements, and performing LOTO.

Course Objectives:

- Understand the purpose and importance of LOTO
- Identify roles and responsibilities of employees, supervisors, and contractors
- Develop skills for creating written LOTO procedures and training employees
- Implement proper LOTO procedures, including shutdown, isolation, and verification
- Understand special circumstances and group lockout procedures

Mandated Reporter

This training course is designed to equip individuals, especially those who work with children, dependent adults, and elders, with the knowledge and skills to recognize and report abuse and neglect. This course covers legal responsibilities, signs of abuse, and reporting procedures, ensuring mandated reporters can effectively protect children, dependent adults, and elders.

Course Objectives:

- Understand your legal responsibilities as mandated reporters
- Identify indicators of child, dependent adult, and elder abuse and neglect
- Know how to report suspected abuse to the appropriate agencies
- Know how to maintain a safe environment for children



Playground Inspection & Maintenance

This training course is designed to provide participants with essential knowledge about playground inspection and maintenance, including the importance of regular inspections, what to look for, and how to document findings.

Course Objectives:

- Understand the importance of playground inspection and maintenance
- Learn about the frequency and types of inspections (high frequency, low frequency, and audits)
- Identify common hazards and what to look for during inspections
- Develop skills for documenting inspection findings and corrective actions

Personal Protective Equipment

This training course is designed to provide participants with essential knowledge about personal protective equipment (PPE), including understanding the PPE program, types of PPE, care and maintenance, and limitations.

Course Objectives:

- The purpose and requirements of the PPE program according to Cal/OSHA regulations
- Learn about different types of PPE and their specific uses
- Develop skills for proper care, maintenance, and inspection of PPE
- Identify the limitations of PPE and the importance of combining it with other control measures



Reasonable Suspicion Training for DOT Supervisors

A specialized program designed to educate supervisors of commercial motor vehicle drivers on identifying and addressing substance abuse in the workplace. This course covers the regulatory requirements, signs of alcohol and drug abuse, and the reasonable suspicion testing process. Participants will learn how to observe, document, and respond to potential substance abuse issues, ensuring compliance with DOT regulations and maintaining a safe work environment.

Course Objectives:

- Identify the signs of alcohol abuse among employees, including physical and behavioral indicators
- Recognize the signs of drug abuse among employees, including changes in appearance, behavior, and performance
- Review the reasonable suspicion process for supervisors, including observation, documentation, and testing procedures
- Learn how to apply the regulatory requirements of 49 CFR 382.603, ensuring compliance with DOT standards
- Develop strategies for maintaining a drug and alcohol-free workplace, including the use of Employee Assistance Programs (EAPs)



Silica Awareness

This training course is designed to provide participants with essential knowledge about silica awareness, including understanding the sources of silica, health hazards, exposure risks, and methods to evaluate and control silica exposure



Course Objectives:

- Learn the health hazards associated with silica exposure, including silicosis, lung cancer, and other diseases
- Identify symptoms of silica-related diseases and how silica enters the body
- Develop skills for evaluating silica hazards and implementing exposure control methods
- Understand the requirements for respiratory protection, housekeeping, medical surveillance, hazard communication, and recordkeeping

Slip, Trip, and Fall Prevention

This training course is designed to provide participants with essential knowledge about preventing slips, trips, and falls in the workplace. The course aims to raise awareness, identify common hazards, and implement effective prevention measures to reduce the risk of injuries.

Course Objectives:

- Understand the importance of preventing slips, trips, and falls
- Learn about the common causes and exposures related to slips, trips, and falls
- Develop skills for identifying and mitigating hazards
- Implement best practices for maintaining a safe work environment



Tool Safety (Hand and Power)

This training course is designed to provide participants with essential knowledge about hand and portable power tool safety, including understanding regulatory requirements, proper use, maintenance, and safety practices.



Course Objectives:

- Learn about common injury causes and how to prevent them
- Develop skills for proper use, maintenance, and inspection of hand and power tools
- Identify the types of personal protective equipment (PPE) required for different tools
- Implement general safe practices and special conditions for tool use



Traffic Control & Flagger

This training course is designed to provide participants with essential knowledge about temporary traffic control and flagger operations, including understanding the principles of traffic control, work zone sections, flagger qualifications, and typical applications.

Course Objectives:

- Understand the importance of temporary traffic control operations
- Identify different work durations and mobile operations considerations
- Develop skills for setting up and taking down work zones effectively
- Best practices for flagger operations, including equipment use and emergency procedures
- Understand typical applications for various work zone scenarios

Tree Trimming Safety

This training will provide participants with essential knowledge about tree maintenance, including safe practices for trimming, pruning, felling, and removing trees and bushes.

Course Objectives:

- Understand the hazards associated with tree work and how to perform a hazard assessment
- Learn safe practices for preventing injuries from falling objects and using power tools
- Develop skills for handling chain saws and pole saws safely
- Be able to apply best practices for climbing trees, using portable ladders, and being lifted in aerial devices
- Understand the importance of PPE and training for tree work safety



Trenching & Excavation

This training course is designed to provide participants with essential knowledge about trenching and shoring safety, including understanding the hazards, competent person requirements, soil classification, and protective systems.

Course Objectives:

- Understand the hazards associated with trenching and excavation work
- Learn the requirements and responsibilities of a competent person.
- Identify different types of soil and their classifications
- Develop skills for using protective support systems, including shoring, shielding, sloping, and benching
- Recognize signs of soil distress and implement general safety measures



Utility Cart/Golf Cart Safety

This training course is designed to ensure the safe operation of utility carts in various work environments. This course covers regulatory guidelines, safety concerns, and practical skills needed for operating utility carts. Participants will learn about the different types of utility carts, their features, and the specific safety protocols required by Cal/OSHA.



Course Objectives:

- Understand the regulatory guidelines for powered industrial trucks and application to utility carts
- Recognize the safety concerns associated with operating utility carts
- Learn to perform pre-trip inspections and identify potential hazards before operating a utility cart
- Learn to apply safe driving practices, including proper loading, traveling, and emergency procedures
- Conduct routine maintenance and understand the importance of proper cart modifications and repairs
- How to respond appropriately to real-world accident scenarios and understand the consequences of non-compliance with safety regulations

Verbal Judo/De-Escalation Training

This training course is designed to provide participants with essential knowledge about Verbal Judo, also known as de-escalation or conflict resolution. The course aims to equip participants with the skills to handle tense situations effectively, ensuring personal safety and enhancing professionalism through mindful communication techniques.



Course Objectives:

- Learn what Verbal Judo can do in professional and personal interactions
- Develop skills to deal with situations with dignity and style
- Recognize the three types of people in conversations and how to handle them
- Master the power of paraphrasing to demonstrate active listening
- Use effective words and phrases to de-escalate conflicts

Wheelchair Transit Safety

This training course designed to educate transit personnel and disability service providers on the proper methods for securing wheelchairs and scooters in transit vehicles. This course covers the diversity of mobility aids, ADA transportation service requirements, and the latest industry standards for wheelchair securement.

Course Objectives:

- Understand ADA transportation service requirements and regulations related to wheelchair securement
- Learn appropriate attachment points on various types of wheelchairs and scooters for securement
- Be able to apply wheelchair marking and tethering techniques to enhance safety and stability during transit
- Understand the importance of proper training and education for both transit personnel and customers
- Apply best practices for documenting and maintaining records of wheelchair securement procedures





Wildfire Smoke

This training course is designed to educate employees and employers on the hazards of wildfire smoke and the necessary measures to protect health and safety. The course covers the background of the Cal/OSHA Protection from Wildfire Smoke regulation, health effects of wildfire smoke, air quality index (AQI), and employer requirements.

Course Objectives:

- Understand the Cal/OSHA Protection from Wildfire Smoke regulation and its requirements
- Identify the health effects of wildfire smoke, particularly the dangers of particulate matter
- Determine the AQI and its significance in triggering protective measures
- Implement employer requirements to reduce employee exposure to wildfire smoke
- Communicate effectively with employees about AQI levels and protective measures
- Be able to apply mitigation strategies to protect employees from wildfire smoke
- Know how to use respirators correctly, including understanding the importance, limitations, and benefits of respirator use



Workplace Violence

This training will equip employees with the knowledge and skills to recognize, prevent, and respond to incidents of workplace violence. It covers the definition and types of workplace violence, the cycle of anger and hostility, and effective strategies for de-escalation and communication. Participants will learn about the latest legislative updates, including California's Senate Bill 553, and the importance of maintaining a safe and supportive work environment.

Course Objectives:

- Define workplace violence and understand its various forms, including criminal intent, co-worker violence, customer/client violence, and personal relationship violence
- Recognize the warning signs of potentially violent situations and individuals
- Understand the cycle of anger and hostility and how to intervene effectively
- Apply de-escalation techniques and effective communication strategies to manage difficult situations
- Become familiarize with the requirements of Senate Bill 553 and the employer's responsibilities in preventing workplace violence
- Develop personal safety plans and participate in workplace violence prevention initiatives
- Respond appropriately during and after a violent incident, including seeking medical treatment and counseling



OTHER TOPICS

In addition to the popular topics detailed in the catalog, the following training topics can also be requested. If there is a safety topic that is not listed, please contact Sedgwick.

- ATV Safety
- DOT Requirements
- Fatigue Awareness
- Forklift Train-the-Trainer
- HazWOPER Awareness
- Sidewalk Liability
- Trailer Safety
- Transit Safety

CONTACT US

For more information or to schedule a training, contact:

Lisa Harvey

Risk Services Manager
Lisa.Harvey@sedgwick.com
(916) 290-4604

Shane Baird

Risk Services Manager
Shane.Baird@sedgwick.com
(916) 244-1136



ERGONOMIC EVALUATION REQUEST FORM

Northern California Cities Self- Insurance Fund (NCCSIF) is pleased to offer ergonomic evaluation services. Sedgwick is the risk control service partner to NCCSIF and conduct the evaluation. If you have any questions, please reach out to Shane Baird: shane.baird@sedgwick.com.

Member Entity Name: _____ **Today's Date:** _____

Your Name: _____ **Phone:** _____

Your Email Address: _____

Employee Contact Information

*Please include pictures of your workstation.

Employee Name: _____ **Job Title:** _____

Email Address: _____ **Phone Number:** _____

Employee Work Site Address: _____

Employee Work Hours: _____

Date Ergo Evaluation Needed by: _____

Please provide a reason for the ergonomic evaluation request: (explain employee symptoms or workstation issues).

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

Please e-mail the completed form to: Shane Baird shane.baird@sedgwick.com or (661) 619-3520

NCCSIF Program Administrators:

Marcus Beverly Marcus.Beverly@alliant.com or Jenna Wirkner Jenna.Wirkner@alliant.com



PROPOSED RISK CONTROL SERVICE PLAN FOR 2026/2027 PROGRAM YEAR

ACTION ITEM

ISSUE: Shane Baird, Risk Services Manager, will provide an overview of the services available to members and solicit feedback on training topics, risk management support, or other focus of risk control efforts for the 2026/2027 Program Year.

The contract for Risk Control Services provides the following scope of services, with each member able to customize the plan to their needs. Certain areas may be a focus for all members based on loss experience, evolving risks, or the need to establish baseline standards and goals.

Workers Compensation Claims Loss Analysis

Conduct in-depth claims loss analysis of the previous 5-year experience focusing on severity and frequency trends. Using a systematic approach to analyze loss data, the NCCSIF Risk Control Manager will identify the loss drivers and recommend targeted services to pool members.

Risk and Regulatory Audits (Replacing Focused Risk Assessments)

Conduct a Risk and Regulatory Audit for each member that will result in a discussion of the member's specific needs, development of action plans, and review of the available risk control resources. Services include on-site inspections, interviews with staff, and report writing. Maintain and update the member's progress and Risk and Regulatory Audit each year.

Member Services

Provide the equivalent of three days (provided in half day and/or full day increments) of risk control services to each member, Risk control services may include assisting with best practice recommendations identified in the risk management assessments. In addition, the following services include:

- Onsite or virtual training to meet the Cal/OSHA requirements and identify gaps.
- Participate in safety committee meetings
- Provide sample written programs/policies and assist with development and implementation.
- Facility inspections that focus on Cal/OSHA compliance and other hazards
- Provide cause and analysis
- Other consulting services as needed



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.4. continued

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.

Safety Communication/Resource Development

Timely safety topic alerts and information will be provided to NCCSIF members on a regular basis. In addition, Sedgwick Risk Control continues to build documents and tools for members to conduct a self-assessment of liability and employee safety exposures.

Training Coordination

Coordination of member training services and provision of regional training (training may be virtual or in person events). Trainings planned for the program year include the following:

- Injury & Illness Prevention Program - July 2026
- Office Ergonomics – September 2026
- Temporary Traffic Control & Flagging – October 2026
- Playground Safety Inspection - March 2027
- Heat Illness Prevention - April 2027
- Verbal Judo & De-escalation – May 2027
- More as they surface

EAP and Management Training

Staff are working with ACI Specialty Benefits, 34th Street Consulting and others to deliver virtual training events on topics addressing management, communication, stress, wellness, diversity, equity, inclusion, ethics, and harassment. ACI Specialty Benefits sessions will be recorded and posted on the NCCSIF website.

Safety Recognition Program

Staff will oversee the implementation of the NCCSIF Cash for Safety Program. This includes providing resources and marketing efforts to promote the program as well as gathering the required information to identify the program award recipients. All members can participate and are not limited to the amount of safety suggestions/mitigations throughout the program year. All

member submissions will be presented at the Risk Management Committee meeting in April, and the Committee will recommend winners to the Board.



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026

Agenda Item E.4. continued

Additional Services and Resources

- Unlimited phone and email consultation with the NCCSIF Risk Control Manager
- Coordination support for members to request grants from the NCCSIF Cash for Safety Culture Risk Management Fund
- Access to the resources on the [Sedgwick Risk Control website](#).
 - **Online 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.
 - **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 so each member can easily customize them.

FISCAL IMPACT: None from this item. Contracted services budgeted at \$210,165.30 with additional \$30,000 for outside training and Safety Award.

RECOMMENDATION: Review and provide feedback on desired training topics and services for the 2026/2027 Program Year.

BACKGROUND: NorCal Cities contracts with Sedgwick for risk control services, including risk assessments and follow up to assist members in implementing the pool's Best Practices for most municipal operations. They also provide on-site support for inspections, training, and other services as needed.

ATTACHMENT(S): None.



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026

Agenda Item E.5.

**CASH FOR SAFETY CULTURE AWARD PROGRAM
ACTION ITEM**

ISSUE: The Program Administrators have received nominations for the “Cash For Safety Culture” program awards. Shane Baird will present the attached material regarding the program and the submissions for the committee to review and recommend awards or other action to the Board.

The members who submit 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: None expected from this item - \$16,000 for awards in FY 26/27 budget.

RECOMMENDATION: Review and provide recommendations to the Board of Directors on the nominations.

BACKGROUND: 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. The RMC will review all submissions and recommend the winners.

Cash prizes will be awarded as follows: “Safety Culture Champion” submission (\$5,000), “Safety Culture Advocate” submission (\$4,000), “Safety Culture Leader” submission (\$3,000), Safety Culture Supporter submission (\$2,000), Safety Culture Supporter submission (\$2,000), Safety Culture Partner submission (Honorable Mention Certificate).

ATTACHMENT(S): Cash for Safety Culture Program Overview & Award Applications

NCCSIF

Cash for Safety Culture
Program



Presented by: Shane Baird CSP, CHST

NCCSIF Risk Manager



Cash SAFETY for CULTURE



- Open to all 22 NCCSIF members.
- Submissions can be submitted anytime.
- Members are reminded of the program monthly.
- Members have access to the application via the NCCSIF website.

Cash SAFETY for CULTURE



- Designed to recognize and reward members for promoting a positive safety culture.
- Members are encouraged to identify risk.
- Develop mitigations to eliminate or minimize the risk.
- Describe the results of the mitigation.

Cash SAFETY for CULTURE



AWARDS:

- Safety Culture Champion = **\$5,000.00**
- Safety Culture Advocate = **\$4,000.00**
- Safety Culture Leader = **\$3,000.00**
- Safety Culture Supporter = **\$2,000.00**
- Safety Culture Supporter = **\$2,000.00**
- All other submissions receive an **Honorable Mention Certificate**
- Entries will be shared at the RMC Meeting and will be posted on the NCCSIF website.



SUBMISSIONS

Total Submissions: Eleven

Cash SAFETY for CULTURE



Describe the hazard or problem:

The City of Anderson has made significant progress in recent years in transforming its safety program into a proactive, safety-first culture. Improvements such as establishing a Safety Team, updating the Injury and Illness Prevention Program (IIPP) following feedback from a voluntary OSHA consultation, implementing routine safety training and inspections, and focusing on employee engagement and recognition have strengthened overall awareness and compliance.

As the program has continued to develop, the City recognized that sustaining and advancing this culture requires ongoing, consistent training and the development of standardized procedures for higher-risk activities. Opportunities were identified to further enhance emergency preparedness and formalize procedures for operations such as homeless encampment cleanups. Additionally, the City expanded employee engagement and recognition to reinforce positive safety behaviors.

Provide details about your idea and solutions:

The City continues to provide regular, consistent safety training aligned with OSHA standards, ensuring employees remain informed and equipped to perform their duties safely. In addition to routine trainings, the City implemented annual fire drills to improve emergency preparedness and response. Last year, the City also coordinated Active Shooter training for all staff, further strengthening workplace readiness for critical incidents.

Recognizing the need for clear guidance in complex field conditions, the City is in the process of developing a standardized Homeless Encampment Standard Operating Procedure (SOP) for the Public Works and Code Enforcement teams. This SOP is designed to provide staff with clear protocols that prioritize safety, coordination, and compliance during encampment response and cleanup activities.

The City continues to publish its quarterly *Safety Matters* newsletter, which serves as a communication tool for sharing safety updates, training opportunities, and best practices. Within the newsletter, the Employee Safety Spotlight program highlights individuals who demonstrate exceptional commitment to workplace safety. These employees are recognized both in writing and during all-staff meetings, reinforcing a culture of accountability and appreciation.

Additionally, the City continues to utilize employee feedback, including prior Safety Culture Survey results, to guide improvements and ensure safety initiatives are responsive to staff needs. Specific examples include the implementation of the fire drill and providing active shooter training.

To further support continuous improvement, the City has contacted our OSHA representative to schedule a follow-up consultation to help evaluate current practices and ensure ongoing alignment with applicable safety standards.

These efforts have resulted in a more engaged and safety-conscious workforce, with increased participation in trainings and greater consistency in safety practices across departments.

The implementation of annual fire drills and agency-wide active shooter training has strengthened emergency preparedness and employee confidence in responding to critical incidents. Staff now have clearer expectations and practical experience in emergency response procedures.

The ongoing publication of the *Safety Matters* newsletter and the Employee Safety Spotlight program have provided consistent communication and reinforced positive safety behaviors. Employees have responded positively to recognition efforts, and supervisors are more actively identifying and promoting safe work practices within their teams. At the December 2025 all-staff safety meeting, we randomly selected one of the Safety Spotlight nominees and awarded them the title of "Safety Champion" along with a \$50 local gift card.

Progress on the Homeless Encampment SOP reflects the City's commitment to addressing higher-risk activities with thoughtful, standardized procedures that prioritize employee safety and regulatory compliance.

Overall, the City of Anderson has continued to build on its strong safety foundation by emphasizing training, preparedness, communication, and employee engagement. These efforts demonstrate a sustained commitment to maintaining a safe workplace and continuously improving safety practices to meet evolving operational needs.

HAZARD/PROBLEM: As the safety program develops it was recognized that sustaining and advancing this culture requires ongoing, consistent training and development of standardized procedures.

MITIGATION: Recognizing the need for clear guidance in complex field conditions, the City is in the process of developing Homeless Encampment Standard SOP. The SOP is designed to provide staff with clear protocols that prioritize safety, coordination, and compliance.

RESULTS: These efforts have resulted in a more engaged and safety-conscious workforce, with increased participation in trainings and greater consistency in safety practices across departments..

Anderson

Cash SAFETY for CULTURE



Describe the hazard or problem:

Workplace hazards often go unreported due to inconvenience, fear of retaliation, or lack of a simple reporting process. Employees may notice unsafe conditions (e.g., spills, faulty equipment, unsafe behavior) but delay or avoid reporting them, increasing the risk of accidents, injuries, or liability. Traditional reporting methods (paper forms or chain-of-command reporting) can be slow, inconsistent, and underutilized.

Provide details about your idea and solutions:

“Near-Miss Reporting” App or QR System

- Simple QR codes posted at job sites
- Employees can report hazards instantly
- Anonymous option included
- Prevents accidents before they happen

Describe the results:

Introducing simple QR codes at job sites allows employees to instantly report hazards using their phones, removing barriers to reporting. The anonymous option encourages more participation by reducing fear of blame or discipline. As a result, reporting frequency increases, hazards are identified earlier, and corrective actions can be taken proactively. This leads to a reduction in workplace accidents, improved safety culture, better documentation of risks, and overall enhanced operational safety and compliance.

HAZARD/PROBLEM: Traditional reporting near misses may lead to increased risk of accidents, injury, or liability claim and fear of retaliation.

MITIGATION: The City implemented a near miss QR code posted on site that allows employees to report hazards instantly and anonymously, which could prevent accidents before they happen.

RESULTS: The QR codes allow employees to instantly report hazards using their phones, removing barriers to reporting. The anonymous option encourages more participation by reducing fear of blame or discipline. As a result, reporting frequency increases, hazards are identified earlier, and corrective actions can be taken proactively. This leads to overall enhanced operational safety and compliance.

Auburn

Cash SAFETY for CULTURE



Describe the hazard or problem:

City Pool staff identified an increased number of incidents requiring lifeguards to enter the water to assist or rescue swimmers—highlighting elevated risk conditions and the potential for serious injury or drowning

Provide details about your idea and solutions:

To improve safety at the pool, the City recognized the need to strengthen hazard preparedness by updating and formalizing an Emergency Action Plan (EAP) and Lifeguard Employee Handbook. These updates ensure clear protocols, consistent training, and rapid response to emergencies. Additionally, the pool schedule was restructured to expand swim lessons and programs, helping reduce risk by improving swimmer skills, awareness, and overall water safety.

Describe the results:

As a result of these improvements, staff are confident that the restructured pool schedule—featuring increased swim lessons, targeted programs, and expanded opportunities for skill development—will enhance swimmer ability and awareness, ultimately reducing the frequency of incidents requiring lifeguard intervention.

Additionally, with the implementation of an updated Emergency Action Plan (EAP), enhanced training, and a formalized Lifeguard Employee Handbook, staff are better equipped to respond effectively in the event of an emergency. These measures help ensure that proper protocols are consistently followed, improving response times, coordination, and overall safety outcomes at the pool.

HAZARD/PROBLEM: City staff identified an increased number of incidents requiring lifeguards to enter the water to assist or rescue swimmers .

MITIGATION: The city recognized the need to make improvements to the EAP and Lifeguard handbook which provided clear protocols, training, and rapid response to emergencies. Additionally, the pool schedule was restricted to expand swim lessons in hopes to increase the swimmers' skills.

RESULTS: Staff are confident that the changes will enhance swimmer ability and awareness, ultimately reducing the frequency of incidents requiring intervention.

Corning

Cash SAFETY for CULTURE



Describe the hazard or problem:

Previously, evacuation maps posted in Dixon City Hall, Dixon Council Chamber and the Senior Multi-Use Center were informal and inconsistent in format. In some cases, they consisted of basic printed maps that lacked critical safety information such as clearly marked exits, evacuation routes, fire extinguisher locations, and emergency assembly points. This created a potential safety risk, as employees and visitors may not have had clear, accessible guidance during an emergency situation. The lack of standardized, professional signage could lead to confusion, delays in evacuation, and increased risk of injury during emergencies.

Provide details about your idea and solutions:

To address this issue, we initiated and coordinated the development through an on-line vendor and installation of updated, professional evacuation maps for both Dixon City Hall, Dixon Council Chamber and the Senior Multi-Use Center.

This effort included:

- Reviewing existing layouts and identifying missing or unclear safety information
- Designing updated evacuation maps that clearly identify:
 - Primary and secondary exits
 - Evacuation routes
 - Fire extinguishers and emergency equipment
 - Designated assembly areas
- Ensuring maps are easy to read, visually clear, and compliant with safety best practices
- Replacing outdated or informal postings with standardized, durable, and professional displays
- Strategically placing maps in visible, high-traffic locations for maximum awareness

The goal was to create a consistent and reliable visual reference that improves emergency preparedness for both staff and the public.

Describe the results:

The updated evacuation maps have significantly improved workplace safety and emergency preparedness in these facilities.

Key results include:

- Clear, consistent, and professional safety signage throughout both buildings
- Improved visibility and understanding of evacuation routes for employees and visitors
- Reduced potential for confusion during emergency situations
- Increased confidence that both facilities meet safety expectations and best practices
- Enhanced overall safety culture by demonstrating a proactive approach to hazard identification and mitigation

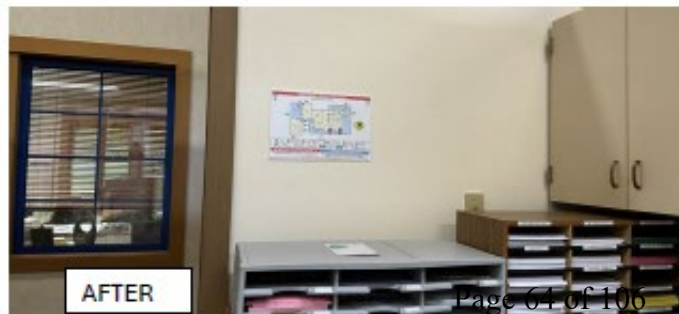
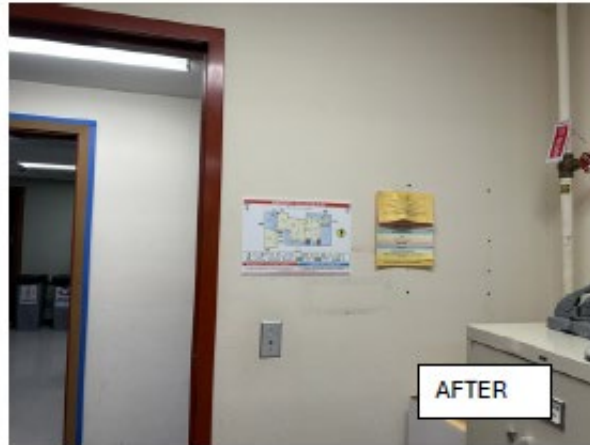
This project transformed outdated materials into an effective safety communication tool that supports faster, safer evacuations and better protects staff and the public. It represents a sustainable, scalable improvement that can be replicated across additional City facilities.

HAZARD/PROBLEM: Evacuation maps were outdated and lacked critical safety information.

MITIGATION: Updated the maps that clearly identified exit routes, fire extinguisher locations, & assembly areas. Ensuring maps are easy to read and compliant with safety best practices. Strategically placing maps in visible high-traffic locations for maximum awareness

RESULTS: The maps have significantly improved workplace safety & emergency preparedness.

Dixon



Dixon

Cash SAFETY for CULTURE



Describe the hazard or problem:

The Police Department was engaging in high speed pursuits overwhelming emergency services and traffic which increased the danger to everyone involved or in the area of the pursuit. Prior to StarChase, the Department would exclusively utilize stop-sticks to deflate tires. The deployment requires an officer to find a location on the side of the road, deploy the spike strips past the intended lane (to allow other vehicles to go past unimpeded) and then to put the stop-stick into traffic when the suspect vehicle approaches. This often leaves the deploying officer and their vehicle vulnerable to traffic (both suspect and regular). It also potentially puts pursuing officers and uninvolved citizens and their vehicles in the process of deploying the stop-sticks.

Provide details about your idea and solutions:

The Police Department contracted with Star Chase to eliminate the need for high-speed chases by using a GPS tracking system. This program features a launcher that fires a small GPS tag onto a suspects vehicle during a pursuit or when a suspect is attempting to flee. Once the tag is attached, officers can track the suspects location in real time allowing them to disengage the high speed pursuit.

Describe the results:

This technology alleviates the dangers of high-speed pursuits, such as collisions, loss of control or injury by allowing officers to safely monitor a suspects movements from a distance. With the GPS tracking device in place, law enforcement can coordinate with other agencies, set up roadblocks and make a controlled arrest without the immediate risks associate with a high-speed chase. The program provides for a more safe and strategic alternative to apprehending suspects.

HAZARD/PROBLEM: PD Officers put themselves and the public at risk when deploying stop-stick to stop the pursuing vehicle.

MITIGATION: PD contracted with Star Chase to eliminate the need for high-speed pursuits by using GPS tracking system.

RESULTS: The technology alleviates the dangers of high-speed pursuits, such as collisions, loss of control or injury by allowing officers to monitor a suspect's movement from a distance.

Galt

Cash SAFETY for CULTURE



Describe the hazard or problem:

The vehicle/pedestrian barrier along what is referred to as the picnic hill area at Howard Park consisted of a 1-inch steel cable threaded through pipe, originally repurposed from a boom tractor at the local sand plant. The cable was not securely fixed or anchored, so it would suddenly tighten and shift when one person stepped on or over it while another crossed underneath or beside it—creating an immediate tripping hazard. In addition, the cable was fraying, exposing sharp wire strands that caused cuts and lacerations to park visitors and City staff attempting to step over or under the barrier to access the park grounds from the adjacent roadway. This makeshift solution presented ongoing risks of slip/trip/fall injuries and lacerations, increasing the City's exposure to liability claims and potential workers' compensation incidents for employees performing park maintenance or event setup.

Provide details about your idea and solutions:

During the planning and construction of a new amphitheater at Howard Park, City staff proactively identified the outdated cable barrier as a priority safety concern. We integrated a permanent upgrade directly into the larger capital improvement project. The solution involved installing a series of heavy-duty steel posts, embedded in concrete footings at regular intervals along the roadway edge. The posts are spaced to allow easy pedestrian passage while completely preventing vehicular traffic from crossing into the sensitive picnic and recreation areas. This design is simple, low-maintenance, highly visible, and durable—transforming an improvised, hazardous barrier into a purpose-built safety feature that enhances both functionality and aesthetics of the park.

Describe the results:

The new post system has completely eliminated the previous tripping and laceration hazards. Park visitors and City employees now have a safe, stable, and reliable means of accessing the picnic hill area without risk of injury from the barrier itself. Vehicle entry is effectively blocked, eliminating the threat to park visitors and employees. No incidents have been reported since installation. By embedding the safety upgrade into an existing project, the City achieved a cost-efficient, innovative solution that demonstrates strong safety culture leadership, reduces liability exposures, and enhances the usability of this popular community asset.

HAZARD/PROBLEM: Picnic Hill barrier consisted of a 1" steel threaded cable that was not securely anchored. The cable was also fraying and presented a tripping and laceration hazard when crossed by visitors.

MITIGATION: Installed steel post spaced out strategically to allow visitors to pass through and preventing vehicular traffic from crossing into the picnic and recreation area.

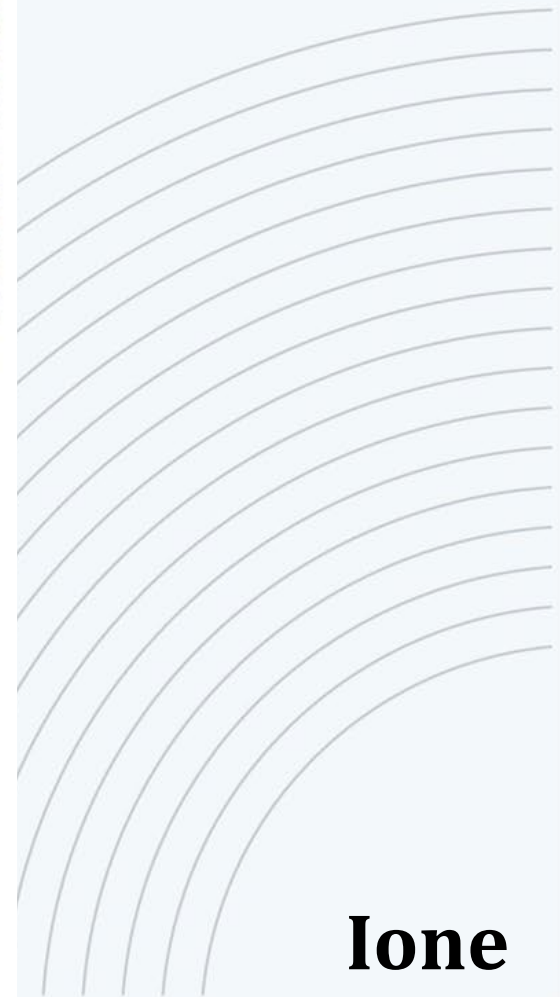
RESULTS: The new post systems has eliminated the tripping and lacerations hazard. Now park visitors and employees have a safe, stable, and reliable means of accessing the park without risk.

Ione

Below is a portion of the old cable fence:



Left: Newly installed posts



Ione

Cash SAFETY for CULTURE



Describe the hazard or problem: No Internal Badging System

City Hall previously faced significant security vulnerabilities due to the absence of an internal badging system and visitor protocols. Multiple entry points, including the side entrance, council chambers, and back door, remained open or unsecured during public events, vendor visits, and routine operations. This allowed unrestricted access to employee workspaces and sensitive areas where confidential records were stored.

Visitors admitted by the front desk were not issued identification, making it impossible to monitor their movement or ensure accountability. Additionally, cleaning crews often left doors ajar, further weakening building security. These gaps created serious risks to employee safety, sensitive information, and overall workplace protections, leaving staff feeling exposed and unprotected. From a Risk Management perspective, the lack of controlled access undermined both security and emergency preparedness.

Provide details about your idea and solutions:

To address these concerns, Human Resources and Information Technology partnered to design and implement a comprehensive internal badging and visitor management system. Key features included:

- **Visitor Badge Protocol:** All visitors must obtain a badge, ensuring they are identifiable and accountable while inside City Hall.
- **Visitor Badge Log:** Registration requires name, badge number, phone number, reason for visit, and signature, creating a reliable record.
- **Controlled Access:** Badging stations restrict entry into employee workspaces and sensitive areas, preventing unauthorized movement beyond public spaces.
- **Monitoring Capabilities:** IT can track visitor movement within the building, ensuring that access is limited to appropriate areas.
- **Emergency Preparedness:** The logbook provides accountability during evacuations or emergencies.
- **Front Desk Protocols:** Staff follow clear procedures for lost or unreturned badges, emergency response, and escalation of technical or security issues.

This initiative closed critical security gaps, safeguarded sensitive information, and embedded accountability into daily operations.

The implementation of internal badging stations has delivered measurable improvements:

- **Improved Safety and Security:** Unauthorized access to employee workspaces and sensitive records has been eliminated.
- **Visitor Accountability:** Staff can monitor who is in the building and where they are moving, ensuring transparency during public events.
- **Boosted Employee Morale:** Employees feel safer and more valued, knowing their workplace and information are protected.
- **Reduced Risk:** The organization strengthened its risk management posture, minimizing liability and reinforcing public trust.
- **Operational Efficiency:** Visitor management is streamlined, while sensitive areas remain protected.
- **Council Recognition:** City Council praised the initiative, acknowledging its role in safeguarding employees and strengthening trust in City Hall operations.

Overall, this project transformed City Hall into a safer, more secure environment for both employees and visitors. By integrating HR and IT expertise, the City not only improved physical security but also reinforced a culture of safety, accountability, and trust.

HAZARD/PROBLEM: Multiple entry points remained open or unsecure during public events vendor visits, and routine operations creating security vulnerabilities.

MITIGATION: To address these concerns, HR and IT partnered to design & implement a comprehensive internal badging and visitor management system.

RESULTS: The project transformed City Hall into a safer, more secure environment for both employees & visitors. This project not only improved physical security but also reinforced a culture of safety, accountability, & trust.

Oroville

Cash SAFETY for CULTURE



Describe the hazard or problem:

To address the possibility of an Active Shooter Event at City Hall, train staff in Evacuation, barricading in etc. To train in administering First Aid and Stop the Bleed with traumatic wounds. To improve our First Aid kits and the knowledge on how to use them. To improve knowledge on Fire Extinguisher use and Fire Prevention.

Provide details about your idea and solutions:

We have begun an in-person interactive annual training program in collaboration with the Tehama County District Attorney's office where two trained professionals give two separate in-person trainings to all Public Works and administrative staff at City Hall, the Police Station and Fire Station. The two trainings consist of the following: Active Shooter Training and Stop the Bleed training. Both provide essential training to staff on how to react to an Active Shooting event and how to administer first aid to a life threatening wound. Furthermore, we have partnered with our own Fire Department to provide annual in person training on First Aid and Fire Prevention/Fire Extinguisher training.

Describe the results:

Having these trainings in person and interactive has greatly increased the knowledge of staff on these topics, making us better prepared in the event of an Active Shooter, Fire, or any event requiring the use of First Aid, especially traumatic bleed wounds. This program is vastly more effective than any webinar or assigned video training and enables a sense of teamwork within all the Departments at the City.

HAZARD/PROBLEM: Active shoot events at city hall, evacuation training, administering first aid, lack of fist aid kit knowledge, lack of fire extinguisher use and fire prevention.

MITIGATION: Annual in-person training provided to the PW and Admin staff at City Hall, the Police Station, and Fire Station. These two training consist of al the problems mentioned above.

RESULTS: Implementing these trainings in person, has greatly increased the knowledge of staff on the training topics making the staff better prepared in the event of an active shooter, fire, or any event requiring the use of first aid.

Red Bluff

Cash SAFETY for CULTURE



Describe the hazard or problem:

Expired First aid Kits

Provide details about your idea and solutions:

The City conducted a safety assessment to ensure compliance with CalOSHA and other related laws. The assessment included a tour of all facilities, including the City fleet. We found that the first-aid kits in the fleet and some buildings contained items that had expired for 5-10 years and had obviously not been maintained. Therefore, the City created a new first aid kit program, which includes ordering 130 new CalOSHA compliant first aid kits. WE created an inventory list for each first aid kit to be used for monthly inspections. Monthly, staff in each department or the assigned driver of the fleet vehicle must inspect the first aid kit to verify the expiration dates and determine whether any items need to be replaced.

The purchase of the first aid kit has been entered into our asset log, so we can track when the first aid kits were last purchased and when it's time to do a bulk purchase

Describe the results:

The result is that all first aid kits are brand new, CalOSHA compliant and we have developed a process for monthly inspections to mitigate the potential hazard.

HAZARD/PROBLEM: Expired first aid kits.

MITIGATION: An inspection of fleet and city building it was discovered that items inside first aid kits had been expired for 5-10 years. The City created a first aid program and ordered 130 first aid kits. An inventory list was created for each first aid kit, and a monthly inspection program was developed

RESULTS: The result is that all first aid kits are brand new, Cal/OSHA compliant and a monthly inspection process has been implemented to mitigate the potential hazard.

Rocklin



Describe the hazard or problem:

Prior to the implementation of an Advanced Life Support (ALS) program within the Willows Fire Department, emergency medical incidents relied on Basic Life Support (BLS) care provided by firefighters until the arrival of transporting ambulance services.

This created a significant gap in care during critical medical emergencies such as cardiac arrest, respiratory distress, trauma, seizures, and drug overdoses. During these incidents, firefighters were required to manage critically ill patients without access to advanced medications, cardiac monitoring, or advanced airway interventions.

Because Willows is a rural community with limited emergency medical resources, ambulance response times can be extended. This challenge has become especially significant following the October 2025 closure of Glenn Medical Center in Willows, which reduced immediate access to local emergency medical care and increased reliance on regional EMS resources.

For example, in February 2026, the ambulance service averaged over 12 minutes response time within the City limits, while the Willows Fire Department maintains an average response time of approximately 4 minutes.

These conditions created both patient care risks and responder safety concerns, as firefighters were frequently managing high-acuity medical emergencies without the advanced tools necessary to stabilize patients during the critical early minutes of care.

Provide details about your idea and solutions:

To address this risk, the Willows Fire Department implemented an Advanced Life Support (ALS) non-transport response program. The program allows fire personnel to deliver paramedic-level care at emergency scenes prior to ambulance arrival and patient transport.

The department currently has two full-time ALS providers and two part-time/volunteer ALS providers. As the department continues training additional personnel, the goal is to have all full-time firefighters ALS-trained by 2028, expanding the department's ability to provide advanced medical care more consistently.

Key components of the program include:

- Certification of fire personnel as Paramedics and Advanced EMTs,
- Implementation of ALS protocols approved by Sierra Sacramento Valley EMS Agency (SSV EMSA),
- Deployment of advanced medical equipment on fire apparatus and command vehicles,
- Ongoing continuing education and skills competency verification,
- Medical supply management and equipment readiness, and

The ALS program has significantly strengthened emergency medical response capabilities and improved safety outcomes for both firefighters and the community.

Since the program launched in November 2025, the Willows Fire Department has provided Advanced Life Support treatment to approximately 200 patients.

Because firefighters often arrive on scene significantly faster than ambulance services, ALS-trained personnel can now begin advanced patient care within minutes of arrival rather than waiting for transport units.

Examples of critical interventions performed by fire personnel include:

- Administration of medications to reverse life-threatening cardiac rhythms,
- Administration of medications to stop seizures in pediatric patients,
- Pain management for traumatic injuries such as broken bones,
- Performance of advanced airway procedures including intubation, and
- Stabilization of critically ill patients prior to ambulance transport.

These interventions have undoubtedly improved patient outcomes by providing advanced care during the most critical early stages of medical emergencies.

The ALS program represents a proactive investment in community and responder safety, ensuring firefighters have the training, equipment, and protocols necessary to safely manage complex medical emergencies.

HAZARD/PROBLEM: Due to the closure of the medical center, there was significant gap in critical medical care because firefighters were required to manage ill patients without access to advanced medications and medical equipment.

MITIGATION: To address this issue, the Fire Dept. implemented Advance Life Support (ALS) non-transport response team which allows fire personnel to deliver paramedic –level care at the scene prior to ambulance arrival and transport.

RESULTS: The ALS program has significantly strengthened emergency medical response capabilities & improved safety outcomes for both firefighters and the community. Since the Nov. 2025 launch, the ALS program has cared for approx. 200 patients.

Willows

Cash SAFETY for CULTURE



Describe the hazard or problem:

Firefighters are increasingly exposed to carcinogenic and hazardous materials while operating at structure fires. Personal protective equipment (PPE) often becomes heavily contaminated with debris, and vulnerable areas—such as the neck, wrists, face, and hands—remain exposed to toxic byproducts of combustion. After exiting the structure, additional contamination can occur during the removal of PPE, as members come into contact with soiled gear and inhale off-gassing released from the equipment.

Provide details about your idea and solutions:

YCFD members designed a “DECON” kit and process to help reduce the amount of exposure firefighters endure when doffing PPE after fighting a structure fire.

1. The Pumping operator sets up a designated DECON area with a hose, soap, brushes, wet wipes, and a fan.
2. Firefighters will remain on SCBA air as they exit the structure and walk to the DECON area
3. Team members will use a fan, hose and soapy brushes to clean off the visible debris from helmet to boots
4. While standing in front of a fan, firefighters will doff PPE
5. Firefighter will use wet wipes to wipe the neck, face, and hands of any contaminants.
6. Firefighters will allow PPE to off gas for 20 minutes
7. All PPE get bagged and cleaned back at the station

Describe the results:

1. Reduced Cancer Risk

Limiting contact with carcinogens and hazardous byproducts significantly lowers long-term cancer risk, which is a major concern in the fire service.

2. Improved Immediate Health & Safety

Minimizing exposure—especially to sensitive areas like the neck, face, and hands—reduces acute effects such as respiratory irritation, skin absorption of toxins, and short-term illness.

3. Cleaner Gear = Less Cross-Contamination

Proper handling and doffing of contaminated PPE helps prevent the spread of toxins to:

- Fire apparatus
- Stations and living quarters
- Personal vehicles and homes

4. Better Air Quality Post-Incident

Reducing off-gassing exposure (by managing gear removal, bagging, and cleaning) improves the air firefighters breathe after exiting a structure.

5. Increased Longevity & Career Health

Consistent contamination control practices contribute to longer, healthier careers with fewer chronic illnesses.

6. Stronger Safety Culture

Emphasizing these practices reinforces accountability and awareness across the crew, leading to safer habits department-wide.

7. Compliance with Safety Standards

Following proper decontamination procedures aligns with best practices and standards (such as NFPA guidelines), helping departments meet regulatory and liability expectations.

HAZARD/PROBLEM: Firefighters are increasingly exposed to carcinogenic & hazardous material while operating at structure fires & PPE becomes contaminated.

MITIGATION: YCFD members designed a “DECON” kit & process to help reduce the amount of exposure firefighters endure when doffing PPE after fighting a structure fire.

RESULTS: The implementation of the “DECON” kit reduces the cancer risk, improved immediate health & safety, cleaner gear, better air quality post-incident, increased longevity & career health, stronger safety culture, & compliance with safety standards.

Yuba City

Cash SAFETY for CULTURE

PLEASE VOTE YOUR TOP FIVE SUBMISSIONS



AWARDS:

- Safety Culture Champion = **\$5,000.00**
- Safety Culture Advocate = **\$4,000.00**
- Safety Culture Leader = **\$3,000.00**
- Safety Culture Supporter = **\$2,000.00**
- Safety Culture Supporter = **\$2,000.00**
- All other submissions receive an **Honorable Mention Certificate**



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.6.

RISK MANAGEMENT TRAINING CALENDAR FY 26/27

INFORMATION ITEM

ISSUE: Members are asked to review and provide feedback regarding the attached draft Risk Management Training Calendar for FY 26/27.

FISCAL IMPACT: None from this item - \$50,000 allocated in the outside training budget.

RECOMMENDATION: Review the attached training calendar and recommend it to the Board of Directors as presented, revised, or provide direction.

BACKGROUND: NorCal Cites provides Risk Management Training for members using service providers and outside vendors.

ATTACHMENT(S): Risk Management Training Calendar FY 26/27



2026-2027 TRAINING CALENDAR

| | |
|------------|------------------------------|
| AS | = Alliant Insurance Services |
| SRC | = Sedgwick Risk Control |
| DKF | = DKF Solutions |
| OV | = Outside Vendor |
| LWP | = LWP |
| SC | = Sedgwick Claims |
| JM | = James Marta & Co. |

| JULY 2026 | | |
|-----------------------|---|-----------|
| SC | Liability Claims 101 | Virtual |
| SRC | Injury & Illness Prevention Program Training | Virtual |
| August 2026 | | |
| SC | Liability Claims 101 | Virtual |
| OV | Verbal Judo for Law Enforcement | In-person |
| September 2026 | | |
| AS/OV | Managing Sidewalk Liability | Virtual |
| SRC | Office Staff Ergonomics | Virtual |
| SRC | Industrial Ergonomics for Public Works | Virtual |
| OCTOBER 2026 | | |
| SRC | Temporary Traffic Control and Flagging | Virtual |
| LWP | Workers' Compensation 101 | Virtual |
| NOVEMBER 2026 | | |
| AS | Law Enforcement Training Day | In-person |
| AS/OV | Recognizing and Responding to Dangerous Conditions of Public Property | Virtual |
| DECEMBER 2026 | | |
| AS | Risk Management 101 | Virtual |
| JANUARY 2027 | | |
| AS | AMVP v. APIP Training – Marcus Beverly | Virtual |
| AS | Board Roles, Responsibilities and Questions to Ask | Virtual |
| FEBRUARY 2027 | | |
| AS | Insurance Requirements in Contracts Training – Marcus Beverly | Virtual |
| AS | Property Renewal Training – Jenna Wirkner | Virtual |
| MARCH 2027 | | |
| OV | AB 1234 and AB 1825 *every odd year | Virtual |
| SRC | Playground Safety Inspection Training | In-person |
| APRIL 2027 | | |
| SRC | Heat Illness Prevention Training – Virtual | Virtual |
| AS | Understanding the NorCal Cities Budget | Virtual |
| MAY 2027 | | |
| OV | Aquatic Risk Management | Virtual |
| AS | Special Events Risk Management | Virtual |



Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026

Agenda Item E.7.a.

POLICE RISK MANAGEMENT COMMITTEE UPDATE

INFORMATION ITEM

ISSUE: The program administrators will provide 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. Training classes have included the following:

May 8, 2025 – *Lexipol Performance Reporting (formerly LEFTA) and The Briefing Room.*

Representatives from both Lexipol and The Briefing Room presented training capabilities to determine if the technology is a good fit for individual agencies.

August 7, 2025 – *Antioch Police Department Debrief* – presented by Chief Vigil. In the aftermath of scandal, then Lieutenant Vigil was named as Antioch’s new police Chief. Since then, he’s openly shared lessons learned from the event, steps taken to rebuild community trust, reform strategies, and an initiative to transform the agency’s culture.

November 5, 2025 – *Law Enforcement Training Day* – NCCSIF and CJPRMA provided the third annual Law Enforcement Training Day for law enforcement.;

Session 1: The Next Chapter of Law Enforcement Liability: Turning Insight into Action

Session 2: 9th Circuit Legal Update: Trends in Litigation and Progressive Policing

Session 3: “Shots Fired”: Prioritizing Officer Wellness and Resiliency.

The Law Enforcement Training Day was a full day from 8:30 am to 5:00 pm. It was very well attended by the police. There were three different speakers, and each one brought their own unique expertise and insight into their presentations.

November 13, 2025 – *Sworn AI* – presented an overview and demo the app. Sworn AI is designed to be a complete health and wellness platform for public safety professionals.

February 5, 2026 – *Police Risk Management Legal Update, Impact of New Legislation & Lessons Learned.* Presented by Derick Konz and William Bittner from Angelo, Kilday, and Kilduff, Attorneys at Law.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.7.a. continued

FISCAL IMPACT: None. Services for PRMC facilitation included in Sedgwick contract.

RECOMMENDATION: None - information only.

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

ATTACHMENT(S): None



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.7.b.

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

ACTION ITEM

ISSUE: From FY 14/15 to FY 23/24 NorCal Cities members have funded grants totaling \$50,000 per year for their police departments. This amount was increased to \$100,000 in FY 24/25. The grant program started as a way for 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 attached Usage Report tracks the grant funds over the life of the program. We are happy to report that all member agencies have now implemented body-worn cameras. Willows and Rio Vista outsourced their police department but remain in the program to fund their Lexipol Fire Policy Service annual fee. The Police Risk Management Committee members regularly provide feedback on their needs and make suggestions for use of the grant funds.

Once members had body-worn cameras in place they were 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 26/27 and use of funds for other risk management purposes if BWC program is in place.

FISCAL IMPACT: TBD - \$100,000 has been allocated to the preliminary draft FY 26/27 budget.

BACKGROUND: The Board approved a FY 14/15 budget of \$50,000 for the purchase of Body Worn Cameras (BWC) for NCCSIF's police agencies. Since that time, if a member agency's BWC program is fully funded the grant can be used for other risk management functions. The Board has continued to approve annual grants, the total annual amount was \$50,000 from 14/15 – 23/24, with an approved increase to \$100,000 in 24/25.

ATTACHMENT(S):

1. Police Risk Management Grant Funds Usage Report and FY 24/25 Allocation as of 4/2/25
2. Police Risk Management Grant Fund Request Form

| | | NCCSP POLICE RISK MANAGEMENT GRANT FUNDS HISTORIC USAGE REPORT | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------|---|--|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------|-------------------------|-------------------------|---|--|
| Member | FF 14155 \$50,000 Grant Camera Allocation | FF 14156 \$50,000 Grant Fund Allocation | FF 14157 \$50,000 Grant Fund Allocation | FF 14158 \$50,000 Grant Fund Allocation | FF 14159 \$50,000 Grant Fund Allocation | FF 14160 \$50,000 Grant Fund Allocation | FF 14161 \$50,000 Grant Fund Allocation | FF 14162 \$50,000 Grant Fund Allocation | FF 14163 \$50,000 Grant Fund Allocation | FF 14164 \$50,000 Grant Fund Allocation | FF 14165 \$50,000 Grant Fund Allocation | FF 14166 \$50,000 Grant Fund Allocation | FF 14167 \$50,000 Grant Fund Allocation | FF 14168 \$50,000 Grant Fund Allocation | FF 14169 \$50,000 Grant Fund Allocation | FF 14170 \$50,000 Grant Fund Allocation | FF 14171 \$50,000 Grant Fund Allocation | FF 14172 \$50,000 Grant Fund Allocation | FF 21/22 Member Specific Police Fund | FF 22/23 Member Specific Police Fund | FF 23/24 Member Specific Police Fund | FF 24/25 Member Specific Police Fund | FF 25/26 Member Specific Police Fund | TOTAL GRANTS | YTD Reimbursements Made | REMAINING FUNDS 1/26/26 | Reimbursement Notes/Plan Usage | |
| Anderson | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | | | | | \$4,952 | \$24,647 | \$24,500 | \$147 | 10-20-25 Bodyworn Camera |
| Auburn | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | | | \$39,390 | \$28,149 | \$11,241 | 4/25/17 \$6,380.56 (12 Viewu L44 mini body worn camera) 8/25/17 \$1,515.28 (4 Viewu L44 mini & 1 multi-dock L44) 2/5/18 \$2,832.28 portion of invoice (14 Viewu L44 body worn camera) 1/24/19 \$1,515.28 Body Camera 6/25/22 Viewu Bodyworn Camera 6/15/24 Lasept Training Bulletin 6/25/24 Bulletin | |
| Colusa | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | \$8,360 | | \$28,055 | \$3,030 | \$25,025 | 7/27/17 \$3,030 (consolidate vests with load bearing camera) | |
| Corning | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | \$8,480 | \$28,175 | \$12,073 | \$16,103 | 8/6/16 \$1,291.26 (4 Viewu L44 body camera) 2/15/19 \$2,861.12 Firewall 1/24/22 front door upgrades | |
| Dixon | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | \$5,000 | | | \$44,390 | \$23,846 | \$20,544 | 4/20/17 \$6,060 (10 Workcom Vision 1080p body camera with rotatable camera head and 10 dock mounts) 6/17/18 \$1,934.58 (1 Workcom Vision 1080p body camera + training cost for force options simulation) 8/8/20 \$4,831.43 (1 Workcom Body Camera + 1 docking port) 8/24/20 in PRO Program 3/7/23 InmateApp - Removes officers personal information from the internet | |
| Elk Grove | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | | | \$39,390 | \$27,210 | \$12,180 | 1/11/18 \$9,000 (WatchGuard Vista HD body camera) 3/20/19 \$1,000 (portion of Cardiac Wellness Program) 11/4/19 \$1,000 (portion of 2019 BWC purchase/Viewu HD) 1/6/20 \$6,000 (portion of Cardiac Wellness Program) 10/17/23 \$6,000 My Steady Mind | |
| Folsom | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$3,788 | \$7,575 | \$7,575 | \$400,000 | | | \$449,238 | \$22,725 | \$426,513 | 10/5/16 \$1,576 (8 Viewu L44 body camera and 1 multi-dock network station) 12/16/20 \$15,150 Inpro software | |
| Galt | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | \$65,000 | \$60,000 | \$80,000 | \$80,000 | \$324,390 | \$230,589 | \$93,801 | 1/26/28 Plan to use fund BWC program under consideration 2/26/22 AION Body Worn Camera 2/12/24 Gem Equipment and Tactical Vests 1/22/24 Firearm and Glock Gun |
| Gridley | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | \$5,000 | \$75,000 | \$99,695 | \$4,543 | \$95,152 | 8/6/16 \$1,291.26 (4 Viewu L44 body camera) 1/20/18 \$1,200 (new Viewu L44 camera and new Public Safety Vest) 8/7/20 \$2,700.41 (load bearing vests and flashlights) |
| Hone | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | \$7,331 | \$8,000 | | \$35,026 | \$10,605 | \$24,421 | 1/12/16 \$1,675.23 (2 Viewu L44 body camera) 8/8/17 \$1,736.24 Inmate (2 Viewu L44 body camera and 2 L44 Docks) 1/21/18 \$1,214.12 (2 Viewu L44 body camera and 2 L44 Docks for 1000000 Software) 1/28/21 Law Dog Fire and Police Supply (1 Workcom, 1 helmet, 1 gun, 1 pack, and 1 filter) 7/7/22 LEMLOCK Camera | |
| Jackson | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | | \$19,695 | \$9,090 | \$10,605 | 4/20/20 \$2,000 (20 in portion of equipping new body cam) 1/7/2021 \$9,090 (Viewu HD Watchdog Camera Clear Docks) | |
| Lincoln | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | | | \$39,390 | \$27,271 | \$12,120 | 10/5/16 \$6,060 (8 Viewu L44 body camera) 2/24/21 \$1,632.84 (Washguard body worn camera) 6/18/24 \$1,000 Body Worn Camera | |
| Marysville | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$4,545 | \$4,545 | | | | \$29,543 | \$20,453 | \$9,090 | 6/18/21 \$4,018.87 (8 Viewu L44 body camera) 7/25/23 \$1,531.53 (Body Camera) | |
| Nevada City | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | | \$19,695 | \$7,575 | \$12,120 | 2/6/18 \$4,545 (Body Camera Storage and Equipment cost for 2015-2017) 7/15/19 \$1,515 (Aeon Body Camera Storage) 6/17/20 \$1,515 (Body Camera Storage Fee) 1/21/21 \$1,515 (Body Camera Storage Fee) | |
| Oroville | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | | | \$39,390 | \$22,517 | \$16,873 | 10/5/16 \$1,000 (1 Viewu L44 body camera) 1/12/17 \$1,174.00 (1 Tactical Armor Ballistic Vest) 8/4/18 \$4,888 (20 Viewu L44 body camera) 1/20/21 \$10,000 (Body Camera Equipment) | |
| Paradise | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$4,545 | \$4,545 | | | | \$29,543 | \$18,180 | \$11,363 | 1/12/16 \$762.14 (5 flashlights) + \$1,477.28 (1 Viewu L44 multi-dock station) 1/4/17 \$1,895.58 (Ballistic Vest) 1/5/18 \$1,895.58 (load bearing vests and flashlights) 8/7/20 \$2,700.41 (load bearing vests and flashlights) 7/7/22 \$1,000 Body Camera | |
| Placerville | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | | \$19,695 | \$10,105 | \$9,590 | 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) | |
| Red Bluff | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$2,273 | \$4,545 | \$4,545 | | | | \$29,543 | \$20,452 | \$9,090 | 1/21/17 \$1,473.74 (Aeon Body cam storage consolidation) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) | |
| Rio Vista | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | | \$19,695 | \$12,120 | \$7,575 | 1/12/17 \$1,473.74 (Aeon Body cam storage consolidation) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) | |
| Rocklin | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | \$40,000 | | \$79,390 | \$55,242 | \$24,148 | 10/5/16 \$6,060 (8 Viewu L44 body camera, 1 L44 multi-dock, 1 L44 multi-dock) 1/2/21 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) 1/2/2021 \$1,000 (Ballistic Vest) | |
| Willows | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$1,515 | \$3,030 | \$3,030 | | | | \$19,695 | \$16,055 | \$3,640 | 8/24/18 \$2,300 for 1000 Lasept Fire Policy Service annual fee 7/2/19 \$1,300 for 1000 Lasept Fire Policy Service annual fee 7/2/20 \$2,157 for 2021 Lasept Fire Policy Service annual fee 6/12/21 \$1,778 (2021 Lasept Fire Policy Service annual fee) 6/15/21 \$1,000 Lasept Fire Policy Service 6/15/21 Lasept Fire Services 6/15/21 Lasept Fire Services | |
| Yuba City | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$3,030 | \$6,060 | \$6,060 | | | | \$39,390 | \$26,689 | \$12,701 | 1/21/17 \$6,000 (Dainippon body worn camera) 7/12/19 \$1,690 (Dainippon) 1/12/23 Gem Flooring 4/12/23 Treatment 8/14/23 Wellness Program | |
| TOTAL | \$8 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$49,995 | \$99,990 | \$99,990 | \$405,000 | \$80,691 | \$60,000 | \$141,480 | \$159,952 | \$1,497,058 | \$633,019 | \$865,040 |



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 16, 2026**

Agenda Item E.8.

RETURN TO WORK SERVICES PROPOSAL

ACTION ITEM

ISSUE: Members are asked to consider Return to Work (RTW) services provided by Norm Peterson and Associates ([NPA](#)). In addition to their traditional service assisting clients in setting up RTW program, they have expanded to provide what amounts to “nurse case management for RTW”.

The Program Administrators are looking for members to implement the NPA system and their RTW services on a regular basis. If we provide enough volume, there is no set up charge and the per claim charge of \$1,000 is billed to the claim file. The NPA consultant will manage the RTW process as indicated in the attached brochure with sample “bridge assignments” and Service Agreement. They guarantee they will save more than their fee by the end of one year or will refund the difference.

RECOMMENDATION: Review and provide feedback regarding interest in use of NPA services, with goal of at least one member implementing their program. Approve consulting fee up to \$5,000 if needed to implement for a member without enough volume.

FISCAL IMPACT: None expected for NCC unless not enough volume for pilot project.

BACKGROUND: NPA began consulting in 1985 and was incorporated in 1987, with Norm Peterson an early pioneer in providing return to work services. NPA works with over 1,000 organizations in all 50 states, numerous public and private entities across the country, including partnering with PRISM, PARMA, CAJPA, and pools including CJPIA and MPA. NPA has created over 4,000 field-developed and tested Bridge Assignments (temporary transitional work assignments),

ATTACHMENT(S):

1. NPA Brochure – Return to Work Services and OUR System
2. NPA Service Agreement



THE OUR SYSTEM®

What is the OUR System?

The Optimum Utilization of Resources (OUR) System® is a highly effective, proactive transitional work program, used in public and private sectors nationwide. This customized, cost-saving system streamlines communication between physicians, employers and workers' compensation personnel, creating fast accommodation for injured workers. The OUR System is developed through a series of on-site interviews, to identify meaningful work used to develop Bridge Assignments and to act as a buy-in mechanism for your staff.

BENEFITS

Injured workers are back to work quickly within one day, if possible.

Employers receive productive, valuable work for their money.

Medical and indemnity costs are significantly lowered.

Recovery period is reduced and risk of re-injury is minimized.

Physician receives clear documentation about the physical requirements of temporary transitional work.

Assists in meeting the requirements of ADA and FEHA.

RETURN-TO-WORK

Using the OUR System's Placement Administration Team (PAT), NPA's RTW Specialists will assist with your daily Return-to-Work efforts.

We record all RTW activities and track the days in modified duty via our RTWPro software.

We continue this process until the worker is deemed permanent and stationary/maximum medical improvement or is unable to return to their usual and customary job.

We provide monthly status reports to management, supervisors, and Third Party Administrator's (TPA's) for all active RTW claims.

We provide quarterly and annual RTW analysis, including TTD savings, NPA fees, and other pertinent data.

Each claim opened for RTW Services, we contact designated personnel to gather information such as: the nature of the injury, dept. supervisor and physician contact info, appointment dates, etc.

We work with your selected personnel to choose appropriate Bridge Assignments and facilitate placing the injured worker in a Bridge Assignment.

We help manage the injured worker's RTW progress by maintaining contact with the physician and supervisor.

HOW IT WORKS

Bridging the gap between the onset of a temporary disability and the injured workers' return to usual and customary work:

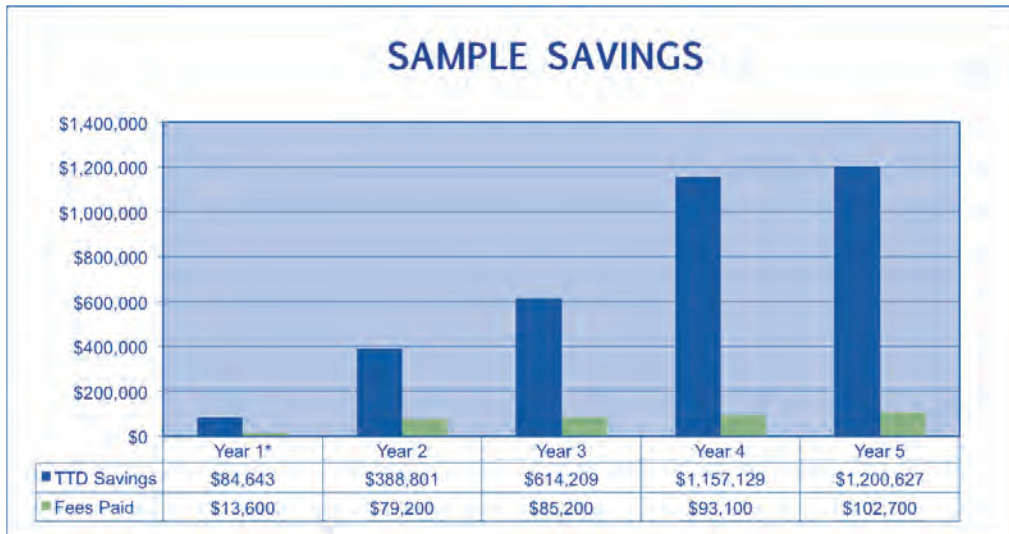
Bridge Assignments (temporary transitional work assignments) are composed of meaningful tasks.

Tasks are identified in advance and ready to submit to the treating physician for approval, empowering your supervisor to drive the RTW process.

With physician approval, injured workers are moved through more physically demanding Bridge Assignments to promote on-the-job work hardening.

RESULTS

You can expect a **20%** drop in workers' compensation costs in the first year of using the OUR System. Below is an example of an organization's potential savings.



OUR SYSTEM[®] GUARANTEE

We guarantee your workers' compensation savings will be greater than the fee paid (per your custom proposal) by the end of one year of full and conscientious use of the OUR System, or we will refund the difference.

ABOUT NPA

NPA Return-To-Work Services (NPA) began consulting in workers' compensation in 1985. In our 30+ years of expertise, NPA has created over 4,000 field developed and tested Bridge Assignments (temporary transitional work assignments), while implementing the OUR System in more than 1,000 organizations, in all 50 states, across the United States, Canada, and Mexico. As a high-quality boutique Return-to-Work management company, our team is dedicated to enhancing and customizing the RTW process for employers and employees, allowing for a flexible and robust RTW program designed just for you.

“

We are **PROUD** of our success. Let us show you the **ADVANTAGES** of our **UNIQUE** Return-to-Work (RTW) program. We will conduct a **FREE** analysis and demonstrate how you can drastically **REDUCE** your workers' compensation **COSTS**.

”

READY TO GET STARTED?

Contact us for a proposal.

NPA Return-to-Work Services

☎ 800-497-1368

✉ info@returntowork.com

www.returntowork.com

FIRE DEPARTMENT

TEMPORARY BRIDGE ASSIGNMENT

Bridge Assignments are designed to be performed by injured workers who cannot do their regular jobs. They are temporary, productive work assignments specifically developed to help employees safely continue working during their recoveries. For injuries requiring longer recovery periods, employees may be moved through a series of Bridge Assignments with physical requirements matching each stage of their recovery. This process accelerates their return to their usual and customary position while benefiting the organization.

TITLE: Fire Inspection Helper I

All work is to be performed in a safe and careful manner.

DESCRIPTION

Worker may perform any combination of the following or similar tasks as directed: Inspects various commercial buildings to ensure they are complying with all Fire Department regulations. The inspection will include but not limited to: elevator operation and instruction, fire extinguisher placement, expiration date and that it is in working order, overhead sprinkler system for proper working order and various other items which are on a check list. May inform owner or occupant as to violation and action necessary; must write reports and inform office when inspection is completed.

MACHINES AND/OR TOOLS USED

Pen, paper, clipboard, telephone and computer.

VEHICLES AND/OR EQUIPMENT DRIVEN

None.

REQUIRED TRAINING, LICENSING AND/OR CERTIFICATIONS

None.

Prepared by on

21112

OUR # : BA - 1
 TITLE : Fire Inspection
 Helper I

FIRE DEPARTMENT

BRIDGE ASSIGNMENT ANALYSIS

| <u>Endurance</u> | <u>Minutes at One Time</u> | <u>Total Hours in an 8 Hour Day</u> |
|------------------|----------------------------|-------------------------------------|
| Sit | 0 - 20 min. | 2 - 3(1) |
| Stand | 0 - 5 min. | 1 - 2 |
| Walk | 0 - 5 min. | 1 - 2 |
| Drive | 0 | 0 |
| Keyboarding | 0 - 5 min. | 1 - 2(2) |

| STRENGTH | Nvr | Rare | Seld | Occas | Freq | Cont | ACTIVITIES | Nvr | Rare | Seld | Occas | Freq | Cont |
|-----------------------|-----|---------------|---------------|-----------------|---------------|-------------|----------------------------|-----|---------------|---------------|-----------------|---------------|-------------|
| Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. | Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. |
| LIFT | | | | | | | PHYSICAL ACTIVITIES | | | | | | |
| 01 - 10 lbs. | | | | | X(3) | | Bend/Stoop | | X | | | | |
| 11 - 20 | X | | | | | | Twist | | X | | | | |
| 21 - 35 | X | | | | | | Crouch/Squat | X | | | | | |
| 36 - 50 | X | | | | | | Kneel | X | | | | | |
| CARRY | | | | | | | Crawl | X | | | | | |
| 01 - 10 lbs. | | | | | X(3) | | Walk-Level | | | | X | | |
| 11 - 20 | X | | | | | | Walk-Uneven | X | | | | | |
| 21 - 35 | X | | | | | | Climb Stairs | X | | | | | |
| 36 - 50 | X | | | | | | Climb Ladder | X | | | | | |
| PUSH | | | | | | | Reach Above Shldr | | X | | | | |
| 01 - 10 lbs. | | X(3) | | | | | Use of Arms | | | | | | X(3) |
| 11 - 20 | X | | | | | | Use of Wrists | | | | | | X(3) |
| 21 - 35 | X | | | | | | Use of Hands | | | | | | X(3) |
| 36 - 50 | X | | | | | | Grasping | | | | | | X(3) |
| PULL | | | | | | | Fingering | | | | X | | |
| 01 - 10 lbs. | | X(3) | | | | | Foot Control | | X | | | | |
| 11 - 20 | X | | | | | | ENVIRONMENT | | | | | | |
| 21 - 35 | X | | | | | | Inside | | | | | | X |
| 36 - 50 | X | | | | | | Outside | | X | | | | |

SPECIAL NOTES/POSSIBLE HAZARDS/POSSIBLE ACCOMMODATIONS:

1. Passenger in vehicle
2. May be performed with one hand.
3. Items weighing less than 1lb.

Nature of assignment allows self-pacing of tasks.

Prepared by on

21112

FIRE DEPARTMENT

TEMPORARY BRIDGE ASSIGNMENT

Bridge Assignments are designed to be performed by injured workers who cannot do their regular jobs. They are temporary, productive work assignments specifically developed to help employees safely continue working during their recoveries. For injuries requiring longer recovery periods, employees may be moved through a series of Bridge Assignments with physical requirements matching each stage of their recovery. This process accelerates their return to their usual and customary position while benefiting the organization.

TITLE: Training Helper

All work is to be performed in a safe and careful manner in order to protect all employees from any undue harm.

DESCRIPTION

Worker may perform any combination of the following or similar tasks as directed: Following established procedures and training plans, provides training/instruction (commensurate with knowledge, experience and skill level) to other employees as assigned. May provide IIPP (Injury and Illness Prevention Program) instruction. May assist in video program “storyboard” development as qualified. May participate in various training/certifications for skills enhancement, including training to assist as a CTC (Command Training Center) Technician. May assist in conducting research involving grant writing, video conference development, burn building development, etc. May assist with Policy and Procedure manual and Training Academy manual review and revision. May assist with various historical documentation projects, yearbook development and data collection activities.

MACHINES AND/OR TOOLS USED

Telephone, pen, paper, training manuals, lesson plans, computer, photocopier, scanner.

VEHICLES AND/OR EQUIPMENT DRIVEN

None.

REQUIRED TRAINING, LICENSING AND/OR CERTIFICATIONS

None.

Prepared by on

OUR # : BA - 13
 TITLE : Training Helper

FIRE DEPARTMENT

BRIDGE ASSIGNMENT ANALYSIS

| <u>Endurance</u> | <u>Minutes at One Time</u> | <u>Total Hours in an 8 Hour Day</u> |
|------------------|----------------------------|-------------------------------------|
| Sit | 0 - 5 min. | May sit or stand at will. |
| Stand | 0 - 5 min. | May sit or stand at will. |
| Walk | 0 - 5 min. | 0 |
| Drive | 0 | 0 |

| | Nvr | Rare | Seld | Occas | Freq | Cont | | Nvr | Rare | Seld | Occas | Freq | Cont |
|-----------------------|-----|---------------|---------------|-----------------|---------------|-------------|----------------------------|-----|---------------|---------------|-----------------|---------------|-------------|
| Time in an 8 hour day | 0 | up to 30 min. | 30 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. | Time in an 8 hour day | 0 | up to 30 min. | 30 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. |
| LIFT | | | | | | | PHYSICAL ACTIVITIES | | | | | | |
| 01 - 10 lbs. | | | | | X(1) | | Bend/Stoop | X | | | | | |
| 11 - 20 | X | | | | | | Twist | X | | | | | |
| 21 - 35 | X | | | | | | Crouch/Squat | X | | | | | |
| 36 - 50 | X | | | | | | Kneel | X | | | | | |
| CARRY | | | | | | | Crawl | X | | | | | |
| 01 - 10 lbs. | | | | X(1) | | | Walk-Level | X | | | | | |
| 11 - 20 | X | | | | | | Walk-Uneven | X | | | | | |
| 21 - 35 | X | | | | | | Climb Stairs | X | | | | | |
| 36 - 50 | X | | | | | | Climb Ladder | X | | | | | |
| PUSH | | | | | | | Reach Above Shldr | X | | | | | |
| 01 - 10 lbs. | X | | | | | | Use of Arms | | | | | | X(1) |
| 11 - 20 | X | | | | | | Use of Wrists | | | | | | X(1) |
| 21 - 35 | X | | | | | | Use of Hands | | | | | | X(1) |
| 36 - 50 | X | | | | | | Grasping | | | | | | X(1) |
| PULL | | | | | | | Fingering | | | | X(1) | | |
| 01 - 10 lbs. | X | | | | | | Foot Control | X | | | | | |
| 11 - 20 | X | | | | | | ENVIRONMENT | | | | | | |
| 21 - 35 | X | | | | | | Inside | | | | | | X |
| 36 - 50 | X | | | | | | Outside | X | | | | | |

SPECIAL NOTES/POSSIBLE HAZARDS/POSSIBLE ACCOMMODATIONS:

1. Items weighing less than 3 lbs.; may be performed with one hand.

Nature of assignment allows pacing.

Prepared by on

POLICE DEPARTMENT

TEMPORARY BRIDGE ASSIGNMENT

Bridge Assignments are designed to be performed by injured workers who cannot do their regular jobs. They are temporary, productive work assignments specifically developed to help employees safely continue working during their recoveries. For injuries requiring longer recovery periods, employees may be moved through a series of Bridge Assignments with physical requirements matching each stage of their recovery. This process accelerates their return to their usual and customary position while benefiting the organization.

TITLE: Police Helper I

All work is to be performed in a safe and careful manner.

DESCRIPTION

Worker may perform any combination of the following or similar tasks as directed: Performs fingerprinting services. Assists with background checks of potential new recruits. Performs miscellaneous back-office filing, file purging, copying, scanning, supply inventorying, data input and organizing. Enters updates, corrections and revisions of operating and training manuals. Inventories, audits for performance and re-stocks personnel and vehicle equipment and supplies: cameras, digital recorders, AEDs, first aid supplies, flares, ammunition, etc.

MACHINES AND/OR TOOLS USED

Computer, telephone, clipboard, pen, paper, scanner, standard office equipment.

VEHICLES AND/OR EQUIPMENT DRIVEN

None.

REQUIRED TRAINING, LICENSING AND/OR CERTIFICATIONS

None.

Prepared by on

22222

OUR #: BA - 4
TITLE : Police Helper I

POLICE

TEMPORARY BRIDGE ASSIGNMENT ANALYSIS

| <u>Endurance</u> | <u>Minutes at One Time</u> | <u>Total Hours in an 8 Hour Day</u> |
|------------------|----------------------------|-------------------------------------|
| Sit | 0 - 5 min. | 1 - 4 |
| Stand | 0 - 5 min. | 0 - 2 |
| Walk | 0 - 5 min. | ½ - 3 |
| Drive | 0 | 0 |
| Keyboarding | 0 - 10 min. | 0 - 3 |

| STRENGTH | Nvr | Rare | Seld | Occas | Freq | Cont | ACTIVITIES | Nvr | Rare | Seld | Occas | Freq | Cont |
|-----------------------|-----|---------------|---------------|-----------------|---------------|-------------|----------------------------|-----|---------------|---------------|-----------------|---------------|-------------|
| Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. | Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. |
| LIFT | | | | | | | PHYSICAL ACTIVITIES | | | | | | |
| 01 - 10 lbs. | | | | | | X | Bend/Stoop | | | X | | | |
| 11 - 20 | | | X | | | | Twist | | | X | | | |
| 21 - 35 | X | | | | | | Crouch/Squat | | X | | | | |
| 36 - 50 | X | | | | | | Kneel | | X | | | | |
| CARRY | | | | | | | Crawl | X | | | | | |
| 01 - 10 lbs. | | | | | | X | Walk-Level | | | | | X | |
| 11 - 20 | | | X | | | | Walk-Uneven | | X | | | | |
| 21 - 35 | X | | | | | | Climb Stairs | X | | | | | |
| 36 - 50 | X | | | | | | Climb Ladder | X | | | | | |
| PUSH | | | | | | | Reach Above Shldr | | X | | | | |
| 01 - 10 lbs. | | | | X | | | Use of Arms | | | | | | X |
| 11 - 20 | | X | | | | | Use of Wrists | | | | | | X |
| 21 - 35 | X | | | | | | Use of Hands | | | | | | X |
| 36 - 50 | X | | | | | | Grasping | | | | | | X |
| PULL | | | | | | | Fingering | | X | | | | |
| 01 - 10 lbs. | | | | X | | | Foot Control | X | | | | | |
| 11 - 20 | | X | | | | | ENVIRONMENT | | | | | | |
| 21 - 35 | X | | | | | | Inside | | | | | | X |
| 36 - 50 | X | | | | | | Outside | | | X | | | |

SPECIAL NOTES/POSSIBLE HAZARDS/POSSIBLE ACCOMMODATIONS:

Nature of assignment allows self-pacing of tasks.

Prepared by on

22222

POLICE DEPARTMENT

TEMPORARY BRIDGE ASSIGNMENT

Bridge Assignments are designed to be performed by injured workers who cannot do their regular jobs. They are temporary, productive work assignments specifically developed to help employees safely continue working during their recoveries. For injuries requiring longer recovery periods, employees may be moved through a series of Bridge Assignments with physical requirements matching each stage of their recovery. This process accelerates their return to their usual and customary position while benefiting the organization.

TITLE: Evidence Room/Weapon Helper

All work is to be performed in a safe and careful manner.

DESCRIPTION

Worker may perform any combination of the following or similar tasks as directed: Helps in evidence room by looking and confirming description of weapon, model and serial number, as appropriate. May take photos, records and documents all information.

MACHINES AND/OR TOOLS USED

Pen, paper, computer, camera, telephone.

VEHICLES AND/OR EQUIPMENT DRIVEN

None.

REQUIRED TRAINING, LICENSING AND/OR CERTIFICATIONS

Sworn Officer.

Prepared by on

22111

OUR #: BA - 7
 TITLE : Evidence Room/
 Weapon Helper

POLICE

TEMPORARY BRIDGE ASSIGNMENT ANALYSIS

| <u>Endurance</u> | <u>Minutes at One Time</u> | <u>Total Hours in an 8 Hour Day</u> |
|------------------|----------------------------|-------------------------------------|
| Sit | 0 - 10 min. | 4 - 6 |
| Stand | 0 - 5 min. | 1 - 2 |
| Walk | 0 - 5 min. | 1 - 2 |
| Drive | 0 | 0 |
| Keyboarding | 0 - 10 min. | 1 ½ - 2 ½ |

| STRENGTH | Nvr | Rare | Seld | Occas | Freq | Cont | ACTIVITIES | Nvr | Rare | Seld | Occas | Freq | Cont |
|-----------------------|-----|---------------|---------------|-----------------|---------------|-------------|----------------------------|-----|---------------|---------------|-----------------|---------------|-------------|
| Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. | Time in an 8 hour day | 0 | up to 30 min. | 31 to 90 min. | 1.5 to 2.5 hrs. | 2.5 to 5 hrs. | 5 to 8 hrs. |
| LIFT | | | | | | | PHYSICAL ACTIVITIES | | | | | | |
| 01 - 10 lbs. | | | X | | | | Bend/Stoop | | X | | | | |
| 11 - 20 | X | | | | | | Twist | | X | | | | |
| 21 - 35 | X | | | | | | Crouch/Squat | X | | | | | |
| 36 - 50 | X | | | | | | Kneel | X | | | | | |
| CARRY | | | | | | | Crawl | X | | | | | |
| 01 - 10 lbs. | | | X | | | | Walk-Level | | | X | | | |
| 11 - 20 | X | | | | | | Walk-Uneven | | X | | | | |
| 21 - 35 | X | | | | | | Climb Stairs | | X | | | | |
| 36 - 50 | X | | | | | | Climb Ladder | X | | | | | |
| PUSH | | | | | | | Reach Above Shldr | | X | | | | |
| 01 - 10 lbs. | | X | | | | | Use of Arms | | | | | | X |
| 11 - 20 | X | | | | | | Use of Wrists | | | | | | X |
| 21 - 35 | X | | | | | | Use of Hands | | | | | | X |
| 36 - 50 | X | | | | | | Grasping | | | | | | X |
| PULL | | | | | | | Fingering | | | | X | | |
| 01 - 10 lbs. | | X | | | | | Foot Control | X | | | | | |
| 11 - 20 | X | | | | | | ENVIRONMENT | | | | | | |
| 21 - 35 | X | | | | | | Inside | | | | | | X |
| 36 - 50 | X | | | | | | Outside | X | | | | | |

SPECIAL NOTES/POSSIBLE HAZARDS/POSSIBLE ACCOMMODATIONS:

Nature of assignment allows self-pacing of tasks.

Prepared by on

22111

TEMPORARY BRIDGE ASSIGNMENT

Bridge Assignments are designed to be performed by injured workers who cannot do their regular jobs. They are temporary, productive work assignments specifically developed to help employees safely continue working during their recoveries. For injuries requiring longer recovery periods, employees may be moved through a series of Bridge Assignments with physical requirements matching each stage of their recovery. This process accelerates their return to their usual and customary position while benefiting the organization.

TITLE: Grounds Beautification Assistant

All work is to be performed in a safe and careful manner in order to protect all employees from any undue harm.

DESCRIPTION

Worker may perform any combination of the following or similar tasks as directed: Tours grounds on foot including walkways, parking lots, fence lines and other exterior areas, hallways and entry areas, looking for litter. Uses a long-handled pick up device to retrieve litter and place in a garbage bag. May either use bucket or bag held by harness to collect debris. May sweep up small amounts of broken glass. If broken glass scattered too widely or litter is too large, notifies appropriate personnel. May work at different locations. Monitors locations for unauthorized people or activities. Reports situations needing intervention to supervisor or designated personnel.

MACHINES AND/OR TOOLS USED

Long-handled pick up device, broom, dustpan, plastic bag, bag harness, bucket.

VEHICLES AND/OR EQUIPMENT DRIVEN

None.

REQUIRED TRAINING, LICENSING AND/OR CERTIFICATIONS

None.



Service Agreement for

Northern California Cities Self-Insurance Fund (NCCSIF)

1/22/26

NPA Return-to-Work Services
526 Washington St. Suite1 · Ashland OR · 97520
800-497-1368 *office* · 541-488-5408 *fax*
www.ReturntoWork.com

NPA Return-to-Work Services, a service agreement for NCCSIF

Scope of Project

NPA will develop and administer Return-to-Work (RTW) Services for: NCCSIF.

Fees

NPA's services are billed to all NCCSIF claims opened for RTW Services by NPA at the rate of **\$1,000** per claim.

Agreement & Terms

This agreement is between NCCSIF and Norman Peterson and Associates (NPA):

1. NPA RTW Services will commence on a mutually agreed upon date TBD.
2. As applicable, NPA will conduct an implementation at a date that is mutually agreeable to both parties.
3. NPA will evaluate all reported workers' compensation claims and provide RTW Services as required.
4. NPA will provide RTW Services until the injured worker is Usual & Customary, Permanent & Stationary, no longer employed, or is unable to return to their usual and customary job or instructed to close the claim by NCCSIF.
5. NPA's services are billed to the file for all NCCSIF claims opened for RTW Services at the rate of \$1,000 per claim.
6. Claims will be billed thirty (30) days after the date opened for RTW Services by NPA. NCCSIF can choose to decline RTW Services within five (5) days after a claim is opened. If services are declined, NPA will close the claim, and it will not be billed.
7. NPA will provide NCCSIF with monthly and quarterly reports.
8. NCCSIF will direct their TPA to pay NPA invoices in a timely manner.
9. NCCSIF will direct their TPA to grant NPA read-only access to their claims' administration software.
10. NCCSIF will instruct medical providers to allow medical reports and appointment information to be shared with NPA.
11. The \$1,000 per claim rate is guaranteed for 12 months from the RTW Services start date indicated in line 1 of this agreement. After which time NPA will annually apply a 3% cost of living increase.
12. This agreement is effective as of the RTW Service start date indicated in line 1 and may be terminated by either party for any reason with thirty (30) days' written notice. Upon termination, all claims opened for RTW Services will be closed.
13. Any problems that arise with RTW Services shall be directed to NPA's Vice President of Business Development, Preston Barr, at 541-488-0162 or pbarr@returntowork.com.

Additional Consultation

- 1. Fees:
 - a. \$2500 per day for onsite training and Bridge Assignment (BA) development.
 - b. \$400 per day for virtual training with utilization of NPA's Bridge Assignment catalog.

- 2. Billing:
 - a. Onsite Training and Bridge Assignment Development - setup fee will be charged by choice of billing via the following options:
 - i. OPTION 1 - billed-to the file for an additional \$125 per billed claim.
 - ii. OPTION 2 - invoiced on the RTW service start date indicated on line 1.

 - b. Virtual Training - if utilizing NPA's Virtual training and Bridge Assignment catalog, the first 4 claims will be billed an additional \$100 per claim.

NPA Guarantee

NPA guarantees that the workers' compensation savings will be greater than the fees paid by the end of one year of full and conscientious use of NPA RTW Services. The guarantee will be honored until the termination of this agreement. Guarantee stipulations are as follows:

To this audit, NCCSIF shall make available to NPA the most current OSHA log and loss run data. The calculations of savings will be based upon any mutually agreed upon measurement technique by NPA and NCCSIF. Failure to realize said savings will cause NPA to reimburse NCCSIF the amount of documented shortfall within 60 days of the audit.

If NPA RTW Services are not used as designed and if NPA is not consulted when problems arise, then the above stated guarantee will be null and void.

| | | |
|---|------------------|------|
| Client Representative, Title | Client Signature | Date |
| <i>Preston Barr, VP of Business Development</i> | | |
| NPA Representative, Title | NPA Signature | Date |

Client References

1. Donnella Williams, Disability Benefits Coordinator
City of Oakland
Dwilliams3@oaklandca.gov
(510) 238-2270
2. Barbara Esquivel, Workers' Compensation Claims Manager
Municipal Pooling Authority (MPA)
besquivel@mpa-nc.com
(925) 943-1100 x 130
3. Jeff Rush, Workers' Compensation Program Manager
California Joint Powers Insurance Authority
jrush@cjpia.org
(562) 467-8707



Northern California Cities Self Insurance Fund
 Risk Management Committee Meeting
 April 16, 2026

Agenda Item E.9.

**FY 26/27 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 are presented with amounts for FY 26/27, pending any direction from the Committee.

| Risk Management Services | WORK COMP | LIABILITY | FY 26/27 TOTAL | FY 25/26 TOTAL | \$ CHANGE | % CHANGE | Comments |
|---------------------------------------|------------------|------------------|------------------|------------------|----------------|-------------|---|
| Risk Control Services Agreement | \$105,083 | \$105,083 | \$210,165 | \$204,640 | \$5,525 | 2.7% | <i>CPI increase of 2.7% over expiring</i> |
| Outside Training & Safety Award | \$33,000 | \$33,000 | \$66,000 | \$46,000 | \$20,000 | 43.5% | <i>Increased \$10,000 for DKF Training, \$16,000 for Cash for Safety, \$50,000 for outside training</i> |
| Risk Mgmt Comm Mtg Expense | \$750 | \$750 | \$1,500 | \$1,500 | \$0 | 0.0% | |
| Member Training and Risk Management | \$50,000 | \$60,000 | \$110,000 | \$110,000 | \$0 | 0.0% | <i>Increase to \$5,000 per member annual allocation for training</i> |
| Lexipol Police Manual Updates & DTBs | \$164,779 | | \$164,779 | \$159,980 | \$4,779 | 3.0% | 3% increase |
| Police Risk Management Funds | \$50,000 | \$50,000 | \$100,000 | \$100,000 | \$0 | 0.0% | Pending approval |
| The Briefing Room | \$26,000 | | \$26,000 | \$25,899 | \$101 | 0.4% | |
| Total Safety Services Expenses | \$429,612 | \$248,833 | \$652,444 | \$648,019 | \$4,425 | 0.7% | |

RECOMMENDATION: Review and recommend budget for FY 26/27

FISCAL IMPACT: TBD - Total proposed budget of \$429,612, an increase of \$4,425, or 0.7%. The Briefing Room subscription was added for all Members effective 8/01/2025.

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. FY 26/27 Member Training Fund Usage Report
2. Member Training Fund Expense Claim Form

NCCSIF
FY 25/26 MEMBER TRAINING AND RISK MANAGEMENT FUND - Updated 4-6-26
(formerly Seminars/Conference Reimbursement)

| | Member | FY 25/26 Training Funds | YTD Reimbursements Made | Reimbursement Notes/Usage | Must Use Funds by 6/30/2026 |
|----|------------|-------------------------|-------------------------|--|-----------------------------|
| 1 | Anderson | \$5,000 | | | \$5,000.00 |
| 2 | Auburn | \$5,000 | \$2,538.45 | 11/18-11/21/2025 Calpera Conference | \$2,461.55 |
| 3 | Colusa | \$5,000 | | | \$5,000.00 |
| 4 | Corning | \$5,000 | | | \$5,000.00 |
| 5 | Dixon | \$5,000 | | | \$5,000.00 |
| 6 | Elk Grove | \$5,000 | | | \$5,000.00 |
| 7 | Folsom | \$5,000 | | | \$5,000.00 |
| 8 | Galt | \$5,000 | \$5,000.00 | 11/6/2025 ADA Compliance Resources Bootcamp 3/27/26 LCW Employment Law Conference | \$0.00 |
| 9 | Gridley | \$5,000 | \$5,000.00 | 1/6/2026 CalPERS Training 3/30/26 Finance Training | \$0.00 |
| 10 | Ione | \$5,000 | | | \$5,000.00 |
| 11 | Jackson | \$5,000 | | | \$5,000.00 |
| 12 | Lincoln | \$5,000 | | | \$5,000.00 |
| 13 | Marysville | \$5,000 | | | \$5,000.00 |

| | | | | | |
|--------------|-------------|------------------|--------------------|--|--------------------|
| 14 | Nevada City | \$5,000 | | | \$5,000.00 |
| 15 | Oroville | \$5,000 | \$3,654.45 | 11/18-11/21/2025 Calpera Conference 3/27/26 CAJPA | \$1,345.55 |
| 16 | Paradise | \$5,000 | | | \$5,000.00 |
| 17 | Placerville | \$5,000 | \$5,000.00 | 4/1/26 Police Chief Training | \$0.00 |
| 18 | Red Bluff | \$5,000 | \$4,623.41 | 11/18-11/21/2025 Calpera Conference 3/26/26 PARMA Conference | \$376.59 |
| 19 | Rio Vista | \$5,000 | | | \$5,000.00 |
| 20 | Rocklin | \$5,000 | \$3,291.38 | 11/25/2025 Annual Training Conference in Monterey and 2/24/26-2/27/26 PARMA registration 3/27/26 PARMA Hotel | \$1,708.62 |
| 21 | Willows | \$5,000 | | | \$5,000.00 |
| 22 | Yuba City | \$5,000 | \$4,953.92 | 11/18-11/21/2025 Calpera Conference | \$46.08 |
| Total | | \$110,000 | \$34,061.61 | | \$75,938.39 |

NOTE: FY 25/26 each member city is allotted \$5,000 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 jenna.wirkner@alliant.com
2180 Harvard Street, Suite 380, Sacramento, CA 95815*



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.10.

ADA COMPLIANCE

ACTION ITEM

ISSUE: Members are asked to discuss options for ADA compliance for websites and resources for ADA roles and responsibilities and transition plans.

- **The Importance of an ADA Coordinator**
 1. ADA Executive Overview - \$1,000 – optional but not needed.
 2. Roles and Responsibilities - \$2,000 - recommended to set up the foundation.
 3. ADA Coordinator - \$6,000 total for all 4 sessions (\$1,500/session) – each session is 2 hours.
- **Website ADA Compliance Resources**
 - AAAtraq
 - Civicplus
 - <https://usablenet.com/>
- **ADA Transition Plan Contacts**
 - www.migcom.com

RECOMMENDATION: Review and provide direction on ADA coordinator training.

FISCAL IMPACT: Not to exceed \$9,000.

BACKGROUND: The item is for the members to discuss ADA compliance and training resources available.

ATTACHMENT(S): Proposed Virtual ADA Courses

Virtual ADA Compliance Courses

Disability Access Consultants, LLC offers a series of courses designed to assist risk management pool members to comply with the Americans with Disabilities Act (ADA) and related accessibility standards and regulations. Members can participate in one or more courses.

1. ADA Executive Overview

Duration: 1 hour

Course content is repeated at each session, participants do not need to attend both sessions.

Course Content

This course provides a brief overview of the key roles and responsibilities for member agencies to comply with the ADA and related accessibility standards and regulations. This briefing is an abbreviated version of Roles, Responsibilities & Strategies for ADA Compliance and focuses on key compliance requirements. Planning and strategies to minimize claims and litigation are discussed.

2. Roles, Responsibilities & Strategies for ADA Compliance

Duration: 1.5 -2.0 hrs

Course content is repeated at each session, participants do not need to attend both sessions.

Course Content

This course provides an overview of roles, responsibilities and strategies for public entities to comply with the ADA and related accessibility standards and regulations. Course topics include:

- Understanding the Americans with Disabilities Act (ADA)
- Related accessibility standards and regulations
- Similarities of the ADA and Section 504 (504) of the Rehabilitation Act
- Designating an ADA Coordinator
- Five titles of the ADA
- Differences between Title II and Title III
- Providing a Statement of Accommodations
- Understanding the Rights of Persons with Disabilities
- Understanding Grievance Policies and Procedures
- Required notices and postings
- Policies recommended for compliance
- Public outreach requirements
- Definition of disability
- Service animals
- Effective communication
- Acceptable terminology
- Enforcement of ADA compliance and consequences of noncompliance

3. [ADA Coordinator Training](#)

Duration: Series of four (4) separate 2-hour sessions

New course content is introduced at each session, participants should plan to attend all four sessions.

Course Content

This course includes accessibility requirements and the role of public entities to comply with the Americans with Disabilities Act (ADA) and related accessibility standards and regulations. You will understand the core accessibility requirements of the ADA, methods to comply with the ADA, and ways to reduce the risk of discrimination toward persons with disabilities. Policies and strategies will be outlined to provide access to programs, services, activities and facilities of a public entity. Course content includes the job functions of the ADA Coordinator, which include effective, accessible communication, tracking data such as complaints and grievances, managing the public input process, developing policies (e.g., for service animals, emergency evacuations, alternate formats), and implementing and overseeing the entities self-evaluation and transition plan. Americans with Disabilities Act, Title II, California Building Standards Code (Title 24, California Code of Regulations), Section 504 of the Rehabilitation Act of 1973, California Fair Employment and Housing Act (FEHA), other federal and state accessibility standards and regulations will be clarified. An overview of requirements of construction and remodeling will be introduced by discussing key elements of the built environment that need to be accessible.

Topics include:

- Accessibility laws, standards and regulations
- Role and notice of the ADA Coordinator
- Role and notice of the Section 504 Coordinator (504)
- ADA departmental liaisons
- Self-evaluation and transition plans
- Required notice and rights for persons with disabilities
- Accessibility policies
- Public input
- Acceptable terminology
- Definition of a disability
- Grievance procedures and forms
- Responding to a complaint or grievance
- Tracking and resolving complaints and grievances
- Leased sites
- Landlord-tenant responsibilities
- Joint use agreements
- Accessible meetings and events
- Safe harbor
- Technical infeasibility
- Undue burden
- Alterations vs. maintenance
- Case law and litigation trends
- Best practices

- Purchasing standards and specifications
- ADA resources
- Effective communication
- Accessible alternate formats and documents
- Accessible websites
- Service animals
- Other power-driven mobility devices
- Maintenance of accessible features
- Low-cost barrier removal
- Plan reviews
- Construction oversight
- ADA risk analysis and prognosis for compliance
- Current ADA litigation and trends
- Top 10 strategies for compliance
- Implementing your ADA self-evaluation and transition plan



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
April 16, 2026**

Agenda Item E.11.

ROUND TABLE DISCUSSION

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None expected from this item.

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

ATTACHMENT(S): None.