



**NCCSIF
POLICE RISK MANAGEMENT COMMITTEE MEETING
AGENDA (REVISED)**

Date: Wednesday, February 12, 2014
Time: 10:00 a.m.

Location: Lincoln City Hall
Third Floor Conference Room
600 Sixth Street
Lincoln, CA 95648

- A Action**
- I Information**
- 1 Attached**
- 2 Hand Out**
- 3 Separate Cover**
- 4 Verbal**
- 5 Previously Mailed**

10:00 am **A. CALL TO ORDER**

B. PUBLIC COMMENTS

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

pg. 01 **C. CONSENT CALENDAR**

A 2

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

pg. 02 1. 12.04.13 Draft Police Risk Management Committee Meeting Minutes

D. RISK MANAGEMENT

pg. 05 **1. Risk Management Committee Meeting Summary**

I 2

The Committee will receive a summary of the Risk Management Committee meeting items pertaining to the Police Risk Management Committee.

pg. 06 **2. Police Workers' Compensation Claims Analysis**

I 2

The Committee will receive a Claims Analysis Report regarding Police related Workers' Compensation claims.

pg. 08 **3. Round Table Discussion**

I 1

The floor will be open to Police Risk Management Committee members for any topics or ideas that members would like to address.

pg. 09 **E. Fit-for-Duty and Return to Work Evaluations of Peace Officers**

I 1

Mr. Jared Kaji will provide a Training Presentation on Fit-for-Duty and Return to Work Evaluations of Peace Officers.



F. INFORMATION ITEMS

- pg. 11 1. NCCSIF Organizational Chart
- pg. 12 2. NCCSIF 2014 Meeting Calendar
- pg. 13 3. NCCSIF Resource Contact Guide

G. ADJOURNMENT

UPCOMING MEETINGS

- Executive Committee Meeting – March 13, 2014
- Claims Committee Meeting – March 13, 2014
- Board of Directors Meeting – April 24, 2014
- Risk Management Committee Meeting – April 24, 2014
- Police Risk Management Committee Meeting - TBD



CONSENT CALENDAR

ACTION ITEM

ISSUE: Items on the Consent Calendar should be reviewed by the Committee and, if there is any item requiring clarification or amendment, such item(s) should be pulled from the agenda for separate discussion.

RECOMMENDATION: The Program Administrator recommends adoption of the Consent Calendar after review by the Committee.

FISCAL IMPACT: None.

BACKGROUND: The Committee places the following items on the Consent Calendar for adoption. The Committee may accept the Consent Calendar as presented, or pull items for discussion and separate action while accepting the remaining items.

ATTACHMENT(S):

1. Draft Police Risk Management Committee Meeting Minutes – December 4, 2013



**MINUTES OF THE
POLICE RISK MANGEMENT COMMITTEE MEETING
DECEMBER 4, 2013**

MEMBERS PRESENT

John Ruffcorn, City of Auburn
Rex Marks, City of Lincoln
Dean Price, City of Gridley
Rob Landon, City of Yuba City
Greg Bowman, City of Rio Vista
Bill Lagrone, City of Oroville
Steve Rowe, Town of Paradise
Bill Bowen, City of Galt

GUESTS & CONSULTANTS

Tom Kline, Bickmore Risk Services
Johnny Yang, Alliant Insurance Services
Liz Ehrenstrom, City of Oroville
Bruce Kilday, Angelo, Kilday and Kilduff, LLP
Carrie Frederickson, Angelo, Kilday and Kilduff, LLP

A. CALL TO ORDER

The meeting was called to order at 10:05 a.m.

B. PUBLIC COMMENTS

There were no public comments.

C. CONSENT CALENDAR

C1. 08.15.13 Draft Police Risk Management Committee Meeting Minutes

A motion was made to approve the 08.15.13 Draft Police Risk Management Committee Meeting Minutes.

D. RISK MANAGEMENT

D1. Risk Management Committee Meeting Summary

Ms. Liz Ehrenstrom provided the Committee with a summary of the recent Risk Management Committee Meeting explaining there was no discussion pertaining to the Police Risk Management Committee.

D2. Police Liability Claims Analysis

Mr. Shawn Millar explained that he has seen an increase in Loss Property claims for Police in the past 6 months. This is mostly due to officers driving away while property is on the trunk of the car upon searching a suspect.

Mr. Tom Kline explained that today's training topic will be on Officers Involved Shootings and explained in the loss analysis this is the second most severe type of losses for police. The Committee also asked to break out Civil Rights, Excessive Force and False Arrest category.

D3. Round Table Discussion

Mr. Johnny Yang explained that a board member has approached staff to schedule a Physical Fitness for Duty Training and asked if the Police Risk Management Committee will be interested in scheduling this type of training. The Committee expressed interest in the training and staff will coordinate.

Mr. Kline advised that at the last PRMC meeting the Committee requested a presentation on Officer Involved Shootings, and in a future meeting the Committee will discuss the Skelly Hearings, Police Officer Bill of Rights and so on.

The Committee also discussed the possibility of wellness networks presentations and asked that when the training is provided noting Ron Barryhill. The Committee also asked that the presentation provide examples of programs in place that are currently used by other agencies.

Mr. Yang advised that the next Police Risk Management Committee is scheduled for February 20th, 2014 (changed to the February 12th) and asked the Committee to advise if this date conflicted with another meeting on their calendars.

Chief Bowen advised that recently CalOSHA was out to the City of Yuba City and asked to look at their Aerosol Transmissible Diseases and may be reaching out to other NCCSIF member police agencies to check policies.

Mr. Kline advised that members are more than welcome to reach out to Ms. Henri Castro at Bickmore who is available to provide training and presentations on Aerosol Transmissible Diseases. A training was just done for NCCSIF members recently and there was great turnout and feedback received.

E. OFFICER INVOLVED SHOOTINGS – LESSONS WE HAVE LEARNED

Mr. Bruce Kilday and Ms. Carrie Frederickson from Angelo, Kilday and Kilduff provided the Committee with a presentation on Officer Involved Shootings and Lessons Learned through litigations. Topics discussed were:

- Qualified Immunity for Individual Officers
- Popular Theory: Provoking Confrontation
- Recently highly publicized shootings
- Emergency and Exigent Circumstances Exception

During the presentation the Committee discussed the use of video recording and microphones for which the Committee expressed great interest in. There was positive discussion on these types of equipment and how useful they are to officers. The Committee advised that the problem is funding for this equipment and Ms. Ehrenstrom asked that this item be brought to the Risk Management Committee for discussion and possible NCCSIF funding.

F. INFORMATION ITEMS

- F1. NCCSIF Organizational Chart**
- F1. NCCSIF 2014 Meeting Calendar**
- F2. NCCSIF Resource Contact Guide**

These items were provided as information only.

G. ADJOURNMENT

The meeting was adjourned at 12:32 p.m.



**Police Risk Management Committee Meeting
February 12, 2014**

Agenda Item D.1.

RISK MANGEMENT COMMITTEE MEETING SUMMARY

INFORMATION ITEM

ISSUE: The Committee will receive an update of the items discussed at the latest Risk Management Committee Meeting on items pertaining to the Police Risk Management Committee.

FISCAL IMPACT: None.

RECOMMENDATION: None.

BACKGROUND: None.

ATTACHMENT(S): Draft Risk Management Committee Meeting Minutes (Handout)



POLICE WORKERS' COMPENSATION CLAIMS ANALYSIS

INFORMATION ITEM

ISSUE: Since July 1, 2002 – June 30, 2012 NCCSIF has sustained 1573 claims for Workers' Compensation resulting in \$23.3 million in losses. In July 2012 – June 30, 2013 NCCSIF has incurred 135 losses with respects to Workers' Compensation.

WORKERS' COMPENSATION (JULY 1, 2012 – JUNE 30, 2013)

SEVERITY

Cause of Loss	Total	Incurred	
Strain	26		\$283,522
Death	1		\$275,500
Slip, Trip or Fall	14		\$204,644
Mental Stress	3		\$178,313
Physical Altercation	21		\$150,029
Sprain	4		\$86,623
Heart Attack	1		\$65,730
Cancer	1		\$58,523
Auto	4		\$48,184
Unknown	2		\$40,358
Chest Pain	5		\$39,168
Training	16		\$35,761
Caught; In, Under or Between	4		\$35,679
Contagious Disease Exposure	16		\$24,744
Animal Bite	5		\$15,855
High Blood Pressure	1		\$7,930
Hernia	1		\$4,926
Inhalation/Digestion	2		\$3,090
Circulatory	1		\$1,411
Laceration/Puncture	4		\$1,187
Struck by or Against	2		\$184
Poison Oak	1		\$123
Grand Total	135		\$1,561,482

FREQUENCY



**Police Risk Management Committee Meeting
February 12, 2014**

Cause of Loss	Total	Severity
Strain	26	\$283,522
Physical Altercation	21	\$150,029
Training	16	\$35,761
Contagious Disease Exposure	16	\$24,744
Slip, Trip or Fall	14	\$204,644
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Mental Stress	3	\$178,313
Inhalation/Digestion	2	\$3,090
Struck by or Against	2	\$184
Unknown	2	\$40,358
Circulatory	1	\$1,411
Cancer	1	\$58,523
Hernia	1	\$4,926
Heart Attack	1	\$65,730
Poison Oak	1	\$123
Death	1	\$275,500
High Blood Pressure	1	\$7,930
Grand Total	135	\$1,561,482

FISCAL IMPACT: NA

RECOMMENDATION: To be determined.

BACKGROUND: This analysis is brought to each Police Risk Management Committee to help analyze which areas the Committee needs to focus on to help mitigate losses for the police department exposure of NCCSIF.

ATTACHMENT(S): Workers' Compensation Claims Analysis (Handouts)



ROUND TABLE DISCUSSION

INFORMATION ITEM

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

FISCAL IMPACT: None.

RECOMMENDATION: None.

BACKGROUND: Staff has been directed to organize and continue the NCCSIF Police Risk Management Committee. These meetings will be agendized and held on a quarterly basis. Staff was also asked to include a Round Table Discussion Item in the Agendas.

ATTACHMENT(S): None.



FITNESS-FOR-DUTY AND RETURN TO WORK EVALUATIONS OF PEACH OFFICERS

INFORMATION ITEM

ISSUE: Mr. Jared H. Kaji, Occu-Med's Director of Business Development will present the following material to the Police Risk Management Committee meeting attendees. Topics that will be discussed during the presentation are:

Topics to be discussed are:

1. Pre-Placement Fitness-For-Duty Evaluations
 - Introduction to the POST Medical Screening Manual
 - Pre-Employment Medical Screening and the Law
 - The Presumptive Clause
2. Fitness-For-Duty and Return-To-Work Evaluations
 - What is a Fitness-For-Duty / Return-To-Work Evaluation?
 - Fundamental differences in the legal requirements between job candidates and employees
 - When can / should a Fitness-For-Duty / Return-To-Work Evaluation be requested / performed?
 - How is a Fitness-For-Duty / Return-To-Work Evaluation performed?
3. Lessons Learned from Common Medical Findings
 - Color vision deficiency
 - Hearing loss and the use of hearing aids
 - Diabetes mellitus and simulated on-duty testing
4. Case Studies

FISCAL IMPACT: None.

RECOMMENDATION: None.

BACKGROUND: None.

ATTACHMENT(S): Fitness-for-Duty Training Announcement



Fitness-for-Duty and Return to Work Evaluations of Peace Officers

Understanding a Fitness-for-Duty evaluation may help reduce the risks posed to your agency in terms of exposure, loss of good employees, and costs associated with unnecessary time-off and return to work. This presentation will discuss the process and the information needed for an evaluation, the caveats to the referral process and what to expect in a Fitness-for-Duty report recommendation.

1. Pre-Placement Fitness-For-Duty Evaluations
 - Introduction to the POST Medical Screening Manual
 - Pre-Employment Medical Screening and the Law
 - The Presumptive Clause

2. Fitness-For-Duty and Return-To-Work Evaluations
 - What is a Fitness-For-Duty / Return-To-Work Evaluation?
 - Fundamental differences in the legal requirements between job candidates and employees
 - When can / should a Fitness-For-Duty / Return-To-Work Evaluation be requested / performed?
 - How is a Fitness-For-Duty / Return-To-Work Evaluation performed?

3. Lessons Learned from Common Medical Findings
 - Color vision deficiency
 - Hearing loss and the use of hearing aids
 - Diabetes mellitus and simulated on-duty testing

4. Case Studies

Date and Time:

Wednesday, February 12, 2014 – Police Risk Management Committee meeting starting at 10 am

Location:

Lincoln City Hall
Third Floor Conference Room
600 Sixth Street
Lincoln, CA 95648

Target Audience:

Police Chiefs, Command Staff, Human Resources and Risk Managers are encouraged to attend.

To Register:

Please e-mail Johnny Yang at jyang@alliant.com with the names of those who wish to attend (Lunch Provided)

Presenter: Jared H. Kaji

Occu-Med's Director of Business Development, Jared H. Kaji, will present the following material to the Northern California Cities Self Insurance Fund (NCCSIF). Jared Kaji has worked at Occu-Med for more than ten years. During this time, Jared has held roles in Project Management, Client Services, Research and Development and Business Development. Jared has worked directly with the Commission on POST, several of its contributing medical specialists, and dozens of police departments.

NCCSIF Organizational Chart

BOARD OF DIRECTORS			
Jeff	Kiser		City of Anderson
Shari	Conley	VP	City of Auburn
Shelly	Kittle		City of Colusa
John	Brewer		City of Corning
Steve	Johnson		City of Dixon
Brad	Koehn		City of Elk Grove
Bruce	Cline		City of Folsom
Paula	Islas		City of Galt
Karin	Helvey	EC	City of Gridley
Ed	Pattison		City of Lone
Michael	Daly		City of Jackson
John	Lee	EC	City of Lincoln
Matt	Michaelis		City of Marysville
Catrina	Olson	EC	City of Nevada City
Harold	Duffey		City of Oroville
Gina	Will	S	Town of Paradise
Dave	Warren		City of Placerville
Sandy	Ryan		City of Red Bluff
Joe	Tanner		City of Rio Vista
Russell	Hildebrand	EC	City of Rocklin
Tim	Sailsbery	T	City of Willows
Steve	Kroeger		City of Yuba City

ALTERNATES		
TBD		City of Anderson
Joanna	Belanger	City of Auburn
TBD		City of Colusa
Tom	Watson	City of Corning
Kim	Stalie	City of Dixon
Jonathan	Hobbs	City of Elk Grove
Kristine	Wilfong	City of Folsom
Jason	Behrmann	City of Galt
Elisa	Arteaga	City of Gridley
Jane	Wright	City of Lone
TBD		City of Jackson
Sheila	Vanzandt	City of Lincoln
Walter	Munchheimer	City of Marysville
TBD		City of Nevada City
Liz	Ehrenstrom	P City of Oroville
Crystal	Peters	Town of Paradise
John	Driscoll	City of Placerville
Cheryl	Smith	City of Red Bluff
Marni	Rittburg	City of Rio Vista
Michael	Green	City of Rocklin
Steve	Holsinger	City of Willows
Robin	Bertagna	City of Yuba City

EXECUTIVE COMMITTEE			
Liz	Ehrenstrom	P	City of Oroville
Shari	Conley	VP	City of Auburn
Gina	Will	S	Town of Paradise
Tim	Sailsbery	T	City of Willows
Karin	Helvey	EC	City of Gridley
John	Lee	EC	City of Lincoln
Catrina	Olson	EC	City of Nevada City
Russell	Hildebrand	EC	City of Rocklin

RISK MANAGEMENT COMMITTEE		
Juanita	Barnett	City of Anderson
Robert	Richardson	City of Auburn
Shelly	Kittle	City of Colusa
Tom	Watson	City of Corning
Kim	Stalie	City of Dixon
Brad	Koehn	City of Elk Grove
Bruce	Cline	City of Folsom
Paula	Islas	City of Galt
Karin	Helvey	City of Gridley
Ed	Pattison	City of Lone
Carla	Soracco	City of Jackson
John	Lee	City of Lincoln
Matt	Michaelis	City of Marysville
Catrina	Olson	City of Nevada City
Liz	Ehrenstrom	City of Oroville
Crystal	Peters	Town of Paradise
Dave	Warren	City of Placerville
Sandy	Ryan	City of Red Bluff
Marni	Rittburg	City of Rio Vista
Russell	Hildebrand	City of Rocklin
Wayne	Peabody	City of Willows
Natalie	Walter	City of Yuba City

PROGRAM ADMINISTRATORS		
Susan	Adams	Alliant Insurance Services
Michael	Simmons	Alliant Insurance Services
Joan	Crossley	Alliant Insurance Services
Johnny	Yang	Alliant Insurance Services
Laurence	Voiculescu	Alliant Insurance Services

ADVISORS		
Byrne	Conley	Byrne and Conleys
James	Marta	James Marta & Company

RISK CONTROL CONSULTANTS		
Henri	Castro	Bickmore
Jeff	Johnston	Bickmore
Tom	Kline	Bickmore

P = President	VP = Vice President
S = Secretary	T = Treasurer

2014 MEETING CALENDAR

BOARD OF DIRECTORS 12:00 p.m.	EXECUTIVE COMMITTEE 10:30 a.m.	CLAIMS COMMITTEE 12:30 p.m.
April 24	March 13	March 13
June 12	May 29	May 29
October 9	September 18	September 18
December 11	November 13	November 13*

RISK MANAGEMENT COMMITTEE 9:30 a.m.	POLICE RISK MANAGEMENT COMMITTEE 10:30 a.m.	FINANCE COMMITTEE 10:30 a.m.
January 9	February	As Needed
April 24	May	
June 12	September	
October 9	December	
December 11		

ALL MEETINGS ARE SCHEDULED ON THURSDAYS

Risk Management Committee meetings are scheduled for 9:30 a.m.

Board of Director Meetings will start at 12:00 p.m.

**This meeting will follow the EC meeting, as the Claims Committee members will be selected at that meeting.*

CJPRMA 2014 MEETING DATES –

EXECUTIVE COMMITTEE	BOARD OF DIRECTORS
January 16	March 20
April 17	May 13,14 & 15
July 17	October 23
September 19	December 18
November 20	

2013 NCCSIF RESOURCE CONTACT GUIDE

PROGRAM ADMINISTRATION Alliant Insurance Services, Inc. www.alliantinsurance.com Main: (916) 643-2700 Fax: (916) 643-2750		
SUBJECT	MAIN CONTACT	
COVERAGE / RISK MANAGEMENT ISSUES – <ul style="list-style-type: none"> ➤ Certificates of coverage, additions/deletions of coverages, special events liability coverage, automobile identification cards, auto/mobile equipment physical damage programs ➤ Coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for actuarial services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development ➤ Insurance Requirements in Contracts (IRIC), hold harmless agreements, indemnification clauses, safety program planning, RFPs for JPA services & audits, third party contract review 	Michael Simmons Marylin Kelley Johnny Yang Joan Crossley	
JPA MANAGEMENT ISSUES – program budget/funding, financial analysis, coordination w/financial auditor/JPA accountant	Michael Simmons Marylin Kelley Johnny Yang Joan Crossley	
JPA ADMINISTRATIVE ISSUES – meeting agendas; minutes; development/maintenance of governing documents, development/interpretation of policies & procedures, JPA state compliance, Form 700, changes in Board members.	Johnny Yang Michael Simmons Marylin Kelley Joan Crossley	
COVERAGE ISSUES - coverage questions, quotations, new members, development of shared risk program coverage agreements, RFPs for actuarial services, actuary liaison, excess insurance/additional coverage marketing (Crime coverage, etc.), program development	Michael Simmons Marylin Kelley Johnny Yang Joan Crossley	
Mike Simmons Johnny Yang Joan Crossley Marylin Kelley	(415) 403-1425 / (925) 708-3374 (cell) (916) 643-2712 (916) 643-2708 (415) 403-1448	msimmons@alliantinsurance.com jyang@alliantinsurance.com jcrossley@alliantinsurance.com mkelley@alliantinsurance.com

2013 NCCSIF RESOURCE CONTACT GUIDE

<p style="text-align: center;"><u>ACCOUNTING SERVICES</u> James Marta & Company CPAs 701 Howe Avenue, Suite E3 Sacramento, California 95825 Main: (916) 993-9494 · Fax: (916) 993-9489 www.jpmpca.com Jim Marta - jmarta@jpmpca.com</p>	<p style="text-align: center;"><u>EMPLOYEE ASSISTANCE PROGRAM</u> ACI Specialty Benefits Corporation 5414 Oberlin Drive, Suite 240 San Diego, California 92121 Main: (858) 452-1254 · Fax: (858) 452-7819 www.acieap.com Tori Barr - tbarr@acieap.com</p>		
<p><u>CLAIMS ADMINISTRATION / LOSS CONTROL</u> York Risk Services Group, Inc. www.yorkrsg.com P.O. Box 619058 Roseville, CA 95661-9058 (800) 922-5020 · Fax (800) 921-7683</p>			
LIABILITY CONTACTS	WORKERS' COMPENSATION		
<p>Jennifer Nogosek Unit Manager (916) 960-0997 jennifer.nogosek@yorkrsg.com Cameron Dewey Senior Adjuster - Redding (530) 243-3249 cameron.dewey@yorkrsg.com Shawn Millar Senior Adjuster - Chico (530) 345-5998 shawn.millar@yorkrsg.com Olivia Doney Adjuster - Chico (530) 345-5883 olivia.doney@yorkrsg.com Dan Lamb Senior Adjuster - Foothills (209) 795-0742 dan.lamb@yorkrsg.com</p> <p style="text-align: center;"><u>RESOURCES</u></p> <p>Tom Baber Vice President Liability (916) 746-8834 tom.baber@yorkrsg.com Marcus Beverly Client Relations Director (916) 746-8828 marcus.beverly@yorkrsg.com</p>	<p>Bernard Sarmiento Senior Adjuster - Roseville (916) 960-0902 bernard.sarmiento@yorkrsg.com D'Ana Seivert Adjuster - Roseville (916) 960-0987 d'ana.seivert@yorkrsg.com Erica Nichols Adjuster - Roseville (916) 960-1026 erica.nichols@yorkrsg.com Erik Baldwin Adjuster - Roseville (916) 746-8856 erik.baldwin@yorkrsg.com John Tucker Senior Adjuster - Stockton (209) 320-0804 john.tucker@yorkrsg.com</p> <p style="text-align: center;"><u>RESOURCES</u></p> <p>Craig Wheaton, J.D. Assistant Vice President Liability - Roseville (916) 960-0988 craig.wheaton@yorkrsg.com Mike Berndt Assistant Vice President (916) 746-8828 mike.berndt@yorkrsg.com</p>	<p>Lela Casey Senior Claims Examiner lela.casey@yorkrsg.com</p> <p>Federica Simpson Future Medical Examiner (916) 960-1021 federica.simpson@yorkrsg.com MO's and FM's for Kelly's cities Michelle Bridges Senior Claims Examiner michelle.bridges@yorkrsg.com</p> <p style="text-align: center;"><u>RESOURCES</u></p> <p>Debra Yokota Regional Vice President Workers' Compensation (916) 960-0965 debra.yokota@yorkrsg.com Marcus Beverly Client Relations Director (916) 746-8828 marcus.beverly@yorkrsg.com</p>	<p>Christine Stillwell Future Medical Examiner (916) 960-0950 christine.stillwell@yorkrsg.com MO's and FM's for Carol and Teresa's cities Ben Burg Unit Manager (916) 960-0946 ben.burg@yorkrsg.com</p> <p style="text-align: center;"><u>RESOURCES</u></p> <p>Kelli Vitale Carson Assistant Vice President Workers' Compensation (916) 960-0998 kelli.vitalecarson@yorkrsg.com</p>