



pg. 23	2. Body Camera Update <i>The Police Risk Management Committee members will be asked to discuss their experiences with their department’s body cameras. There will be a discussion about the current status of body cameras, data storage and policies.</i>	I	4
pg. 24	3. Legislative Update <i>The Police Risk Management Committee members will receive an update about the current status of several bills that affect police departments.</i>	I	1
pg. 26	4. Grant Funding for Fiscal Year 2015/16 <i>The Committee will discuss and may approve recommendation for Police Grant Funds for 2015/16.</i>	A	4
pg. 27	5. Round Table Discussion <i>The floor will be open to Police Risk Management Committee members for any topics or ideas that members would like to address.</i>	I	4
<i>Est. Time</i> 11:30am. pg. 28	F. Training Session - Managing Your Message Social Media Style <i>Laura Cole established her company to consult with law enforcement, fire departments, school districts, cities and businesses on how to effectively work with the media, craft positive stories for social media and the best ways to manage a crisis.</i>	I	1

G. ADJOURNMENT

UPCOMING MEETINGS

- Police Risk Management Committee Meeting - February 4, 2016
- Claims Committee Meeting - March 31, 2016
- Executive Committee Meeting - March 31, 2016
- Risk Management Committee Meeting - April 28, 2016
- Board of Directors Meeting - April 28, 2016

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 Raychelle Maranan at Alliant Insurance Services at (916) 643-2712.

The Agenda packet will be posted on the NCCSIF website at www.nccsif.org. Documents and materials relating to an open session agenda item that are provided to the NCCSIF Police Risk Management Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 2180 Harvard Street, Suite 460, Sacramento, CA 95815.

Access to some buildings and offices may require routine provisions of identification to building security. However, NCCSIF does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3



CONSENT CALENDAR

ACTION ITEM

ISSUE: The Police Risk Management Committee (PRMC) reviews items on the Consent Calendar and, if any item requires clarification or discussion, a Member should be asked that it be removed for separate action. The PRMC should then consider action to approve the Consent Calendar excluding those items removed. Any items removed from the Consent Calendar will be placed later on the agenda during the meeting in an order determined by the Chair.

RECOMMENDATION: Adoption of the Consent Calendar after review by the PRMC.

FISCAL IMPACT: None.

BACKGROUND: The following items are placed on the Consent Calendar for approval. The PRMC may approve the Consent Calendar items as presented, or any individual may request that an item be removed for discussion and separate action may be taken during the meeting.

ATTACHMENT(S): Police Risk Management Committee Meeting Minutes - August 6, 2015 (Draft)



**MINUTES OF THE
POLICE RISK MANGEMENT COMMITTEE MEETING
AUGUST 6, 2015**

MEMBERS PRESENT

John Ruffcorn, City of Auburn
Josh Fitch, City of Colusa
Elden Tamez, City of Colusa
Art Olsen, City of Elk Grove
Tracy Busby, City of Ione
Allen Byers, City of Oroville

Liz Ehrenstrom, City of Oroville
Kyle Sanders, City of Red Bluff
Chad Butler, City of Rocklin
Forrest Richardson, City of Rocklin
Rob Landon, City of Yuba City

GUESTS & CONSULTANTS

Michelle Minnick, Alliant Insurance Services
Mark Wittenberg

Tom Kline, Bickmore Risk Services
Sean Millar, York

A. CALL TO ORDER

The meeting was called to order at 10:06 a.m.

B. APPROVAL OF AGENDA AS POSTED

A motion was made to approve the Agenda as posted.

MOTION: Rob Landon

SECOND: Chad Butler

**MOTION CARRIED
UNANIMOUSLY**

C. PUBLIC COMMENTS

There were no public comments.

D. CONSENT CALENDAR

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

MOTION: Josh Fitch

SECOND: Chad Butler

**MOTION CARRIED
UNANIMOUSLY**

E. RISK MANAGEMENT

E1. Risk Management Committee Meeting Update

Tom Kline provided a brief review of the items that were discussed at the last Risk Management Committee meeting. He mentioned the legislative bills were reviewed and further updates will be

discussed during the Legislative Update. He also indicated that the PRMC Budget of \$50,000 was approved but indicated that use of funds must be approved by the Executive Committee prior to disbursement.

E2. Body Camera Update

The Committee was asked to share any anecdotal evidence for the VieVu Body Cameras. Chad Butler from Rocklin mentioned it is much easier to do the investigation of complaints now that there is a video to refer back to.

There was an issue with use of a body camera in a hospital as an officer was instructed to turn off the body camera as medical attention could not be recorded as it created a duplicate medical record. Liz Ehrenstrom indicated there is a right to privacy once a person enters the hospital due to HIPPA laws which could explain why the officer was asked to turn off the camera. Tom Kline indicated that he will research the issue of when specifically a body camera can be worn and return with more information.

Rob Landon from Yuba City indicated that the District Attorney is asking for all video related to open cases which are becoming an issue for officers to keep up with the number of requests due to its time consuming nature.

Sean Millar noted there was an allegation made that an officer lured a woman out of a party but the body camera video clearly showed that she was outside the party when he arrived. Sean went on to indicate the body cameras are definitely helping to defend cases.

Forrest Richardson from Rocklin noted that there are issues related to the storage of video as they would like to keep the video for two years to keep in compliance with the two year statute of limitation. Sean Millar noted that the statute of limitations is not strictly 2 years from the date of the incident but rather two years from the date they are charged so he recommended saving the video for three years. Josh Fitch from Colusa indicated their city is using stand-alone two terabytes external hard drives which can be backed up by CD when needed and then wiped to be re-used again.

E3. Legislative Update

Tom Kline from Bickmore Risk Services presented seven Assembly Bills which are currently in the legislature and concern the use of body cameras.

Assembly Bill AB65 – Grants

Assembly Bill 65 establishes the development of a grant program to make funds available to local law enforcement entities to purchase body-worn cameras and related data storage and equipment which Tom Kline noted has been held under submission as a two year bill so there will be no movement at this time.

Assembly Bill AB66 – Policy

Assembly Bill 66 describes the policies and procedures that are required by law to be in place for Police, Law Enforcement Officials, and Peace Officers when using the body cameras. The bill establishes how the body cameras may be used and what uses are prevented. It was highlighted by Tom Kline that this has also been held in submission as a two year bill and so there will be no movement this year but there could be movement in the next year.

Assembly Bill AB 69 – Policy and Procedures

Assembly Bill 69 provides policies and procedures to address the issues related to the downloading and storage of data that is recorded by a body-worn camera by a peace officer. Tom Kline indicated that this bill is still looking positive as there is not a lot of opposition.

Assembly Bill AB1118 – Training

Assembly Bill 1118 addresses training issues and establishes the Procedural Justice Task Force who would provide grant funding to local law enforcement agencies with a procedural justice training program that meet the requirements set forth in AD1118. Tom Kline noted that this bill has been held under submission but for now it is no longer active.

Senate Bill SB175 – Policy

Senate Bill 175 also addresses the policy and procedure regarding where the body cameras should be worn, where the video will be stored and who would have access to the video. Tom Kline indicated that this bill has been recently revised and has been tracked ahead to the Governor’s desk for review and appears to be favorable at this time but noted that this bill has not been signed.

Senate Bill SB 227 – Grand Juries: Powers and Duties

Senate Bill 227 if put into effect Tom Kline indicate that this would prohibit a grand jury from inquiring into an offence or misconduct that involves a shooting or use of excessive force by a peace officer that led to the death of a person being detained or arrested by the peace officer. It was noted that this is looking favorable as the last revision was completed March 19, 2015.

Assembly Bill AB 1507 – Police Office Training

Assembly Bill 1507 would require every police chief, county sheriff, or other head of a law enforcement agency to determine if Indian Tribal Lands fall within their jurisdiction and if so would require them to complete a training course which includes proper policies and procedures.

E4. Claims Analysis

The PRMC received a report regarding the nature and type of NCCSIF Police General Liability and Police Liability claims. Tom Kline mentioned that Marcus Beverly put together the Claims Analysis and noted there is a steep drop off in the incurred for Police Liability claims since the FY 2012-2013 which is showing a great trend. It was highlighted that Police Liability Claims are the most frequent and severe types of claims and should continue to be a focus of NCCSIF’s Risk Management efforts.

E5. Grant Funding for Fiscal Year 2015/16

Tom Kline reminded the PRMC Committee that the PRMC Budget of \$50,000 was approved but again noted that use of funds must be approved by the Executive Committee prior to disbursement or use. He went on to mention that in stage one of this roll-out the intent was to purchase only body cameras (no money was set aside for data storage) and so the PRMC will need to determine what is the best course of action to reduce claims and reduce potential risks. Tom Kline indicated that if the Committee is interested in purchasing more body cameras a discussion is necessary regarding how much money should be allotted to fund the purchase.

He offered several options:

- 1) Use the \$50,000 to purchase additional body cameras for all member cities
- 2) Use the \$50,000 to purchase additional data storage for video
- 3) Use a combination of the \$50,000 to purchase additional body cameras for those members who would like it and also purchase additional data storage for those who need it
- 4) Additional options could be presented

John Ruffcorn took a brief poll of those members who were present to determine if they were more interested in the purchase of additional body cameras or if they would prefer the purchase of data storage (for the body camera video). The informal poll revealed members were equally interested in both options. Tom Kline indicated that we will follow up with members to obtain information related to the cost of additional data storage which can be compared to the purchase of additional body cameras. Some members indicated that storage of the videos is the most important issue at this time so Alliant and Bickmore were asked to research the cost of additional data storage. John Ruffcorn also noted that last year we were able to purchase 66 cameras (approximately \$775/camera) with the \$50,000 budget.

Liz Ehrenstrom from Oroville mentioned that we have previously discussed dividing the available funds percentage wise so we could offer members the ability to purchase either body cameras or storage. Rob Landon from Yuba City noted that when we are discussing how the money should be allocated Alliant and Bickmore should provide a breakdown for all members to help facilitate an understanding of how the money will be allocated to each member.

Tom Kline also indicated that there will be a survey sent out to all members to help determine what each city is hoping to purchase with their allotted funds and this will be presented as an Action Item to the PRMC at the next meeting for a vote.

E6. Round Table Discussion

Tom Kline reminded the PRMC that at the last meeting there was a discussion regarding the next training topic and members had expressed interest in a Social Media Trainer, Laura Cole from ColeProMedia.com to present information surrounding social media and getting a message out to the public using a coordinated effort to incorporate Facebook, Twitter with Press Releases to

ensure readers have different options available to obtain the information outside of traditional media sources. He also mentioned the next PRMC meeting will be held on November 5, 2015 and a Save the Date email will be sent to all members.

Josh Fitch indicated they are having issues hiring dispatchers and asked if any other members are having issues similar to this-Forrest Richardson from Rocklin agreed they are having the same problems. John Ruffcorn from Auburn indicated that they went through a two year period where they were struggling with the same problem but they have recently hired three new dispatchers and they are working out great.

Art Olsen from Elk Grove inquired about background checks on potential employees and asked the PRMC how other cities go about obtaining background checks and what the cost is for each. Auburn indicated the use a reserve officer who is paid \$600 for all background checks which is traditionally completed within a 60-90 day turnaround time—other members noted this is a great price as others are accustomed to paying anywhere from \$850-\$1,200 for each background check.

F. 21st Century Policing – Lessons Learned: The Case for Change

Mark Wittenberg presented information related to what is happening in policing today and spoke about the threats and challenges police enforcement agencies face internally.

G. ADJOURNMENT

The meeting was adjourned at 1:19 p.m.

NEXT MEETING DATE: November 5, 2015 in Rocklin, CA

Respectfully Submitted,

Michelle Pellegrino, Secretary

Date



RISK MANAGEMENT COMMITTEE MEETING UPDATE

INFORMATION ITEM

ISSUE: The Committee will receive an update about the results of the Risk Management Committee (RMC) meeting held on October 15, 2015.

The RMC recommended and the Board approved a budget of \$50,000 for Police Risk Management Grants for 2015/16 subject to approval of any PRMC recommendation by the Executive Committee. The Board also approved a budget of \$7,800 for PRMC meeting and training expenses.

The Risk Management Committee held a meeting on October 15, 2015, in Rocklin, to discuss a number of risk management topics, including grant funding and services offered. The Police Risk Management Committee was represented by Police Risk Management Committee Chair, John Ruffcorn, City of Auburn.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: Last year the Board approved an increase in the Police Risk Management Grant budget, from \$25,000 to \$50,000, to be able for each member to purchase at least two body cameras.

ATTACHMENT(S): PowerPoint Presentation Risk Management Planning Session October 15, 2015



NCCSIF

**Risk Management
Planning Session**

**Programs, Services
Policies & Funding**



Purpose of Planning Session

Provide Members an overview of:

- What we do** – policies, programs, services, funding
- Where we are** – assessments, scorecard, exposures

Ask Members:

- How are we doing?**
- What can we do to improve?**
- Where do we want to be in 2-3 years?**
- How do we achieve *your goals*?**

RM Planning Session Outline

- Current Programs, Services, Policies, and Funding
- Bickmore Assessments & Recommendations
- Loss Exposures and Claims Experience
- Discussion, recommendations & goals

Programs & Services

Programs Offered through NCCSIF

- ❖ Liability
- ❖ Workers' Compensation
- ❖ Property
- ❖ Crime
- ❖ Auto Physical Damage

Programs Offered through Alliant

- ❖ Special Events Programs
- ❖ Bonds
- ❖ Airport Liability
- ❖ Flood/Earthquake
- ❖ Pollution

Contract Review (Insurance Requirements) & Coverage Questions
General Risk Management Advice and Resource

Service Providers

- Bickmore Risk Services – assessments +
- Occu-Med – occupational health consulting
- TargetSolutions – online training
- ACI – wellness and optional EAP services
- Lexipol – law enforcement policies and training
- DKF Solutions – online training & sewer risk mgmt.
- Various providers as needed for training or expertise in swimming pool operations, ADA compliance, employment practices, and other risk exposures

See Service Matrix in Agenda Packet

Risk Management Policies

P & P NUMBER	SUBJECT	LAST REVISION	TYPE
RM-1	Compliance with Risk Management Standards	06/14/06	Mandatory
RM-2	Driving Standards	04/24/09	Mandatory
RM-3	Sidewalk Maintenance Liability Standards	01/11/08	Advisory
RM-4	Use of Public Facilities	01/11/08	Advisory
RM-5	Unlawful Harassment Policy	04/15/10	Mandatory*
RM-6	Approval of Coverage for Skateboard Parks	12/19/08	Mandatory
RM-7	Pool Operation	01/14/10	Advisory
RM-8	Development and Operation of Bicycle Parks	10/24/03	Mandatory
RM-9	Model Sewer Overflow and Backup Response <small>While every member must have a harassment policy in place, the sample policy included is advisory only.</small>	04/28/06	Advisory
	<small>Risk Management Committee Composition and</small>		

Funding – Admin Budget

Safety Services:	TOTAL	WORKERS' COMP.	LIABILITY	% Total Safety Services
Bickmore Onsite Risk Assessments	\$ 67,500	\$ 36,000	\$ 31,500	14%
Bickmore Police Risk Mgmt Comm Training	\$ 7,900	\$ 3,950	\$ 3,950	2%
Bickmore Risk Control Service Days	\$ 36,460	\$ 18,230	\$ 18,230	8%
Bickmore Phone Consultation	\$ 18,600	\$ 9,300	\$ 9,300	4%
Bickmore Newsletter	\$ 5,580	\$ 2,790	\$ 2,790	1%
Bickmore Safety Training Coordination	\$ 14,880	\$ 7,440	\$ 7,440	3%
Bickmore Meeting Preparation	\$ 9,300	\$ 4,650	\$ 4,650	2%
Total Bickmore	\$ 160,220	\$ 82,360	\$ 77,860	34%
OCCUMED Occupational Health & Safety	\$ 18,000	\$ 9,000	\$ 9,000	4%

Allocated to All Members in WWC & GL Programs Funding-

Funding – RM Grant Program

- Began in 2009 as a way to fund ADA improvements
- Now can be used for any RM purpose
- Most Members have continued funding by opting to set aside ***refunds from the shared risk layer.***
- Available only if there is a refund AND a member is not in a negative position in banking layer(s)
- *Some members need help but have no funds, some haven't added to what they received in 2009*

[Tracked on the last page of quarterly financials](#)
[SEE PAGE 23 OF AGENDA PAKET](#)

Review of Risk Exposures & Assessments

Henri Castro of Bickmore Risk Services
Will present Assessments & Scorecard

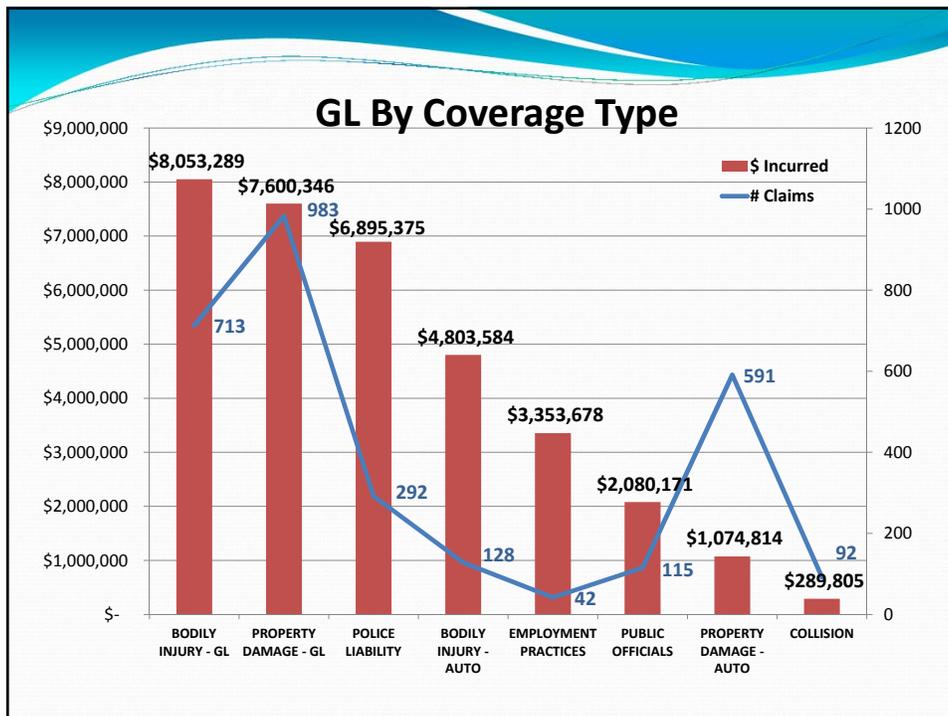
See Scorecard on pages 25 & 26 of Agenda Packet

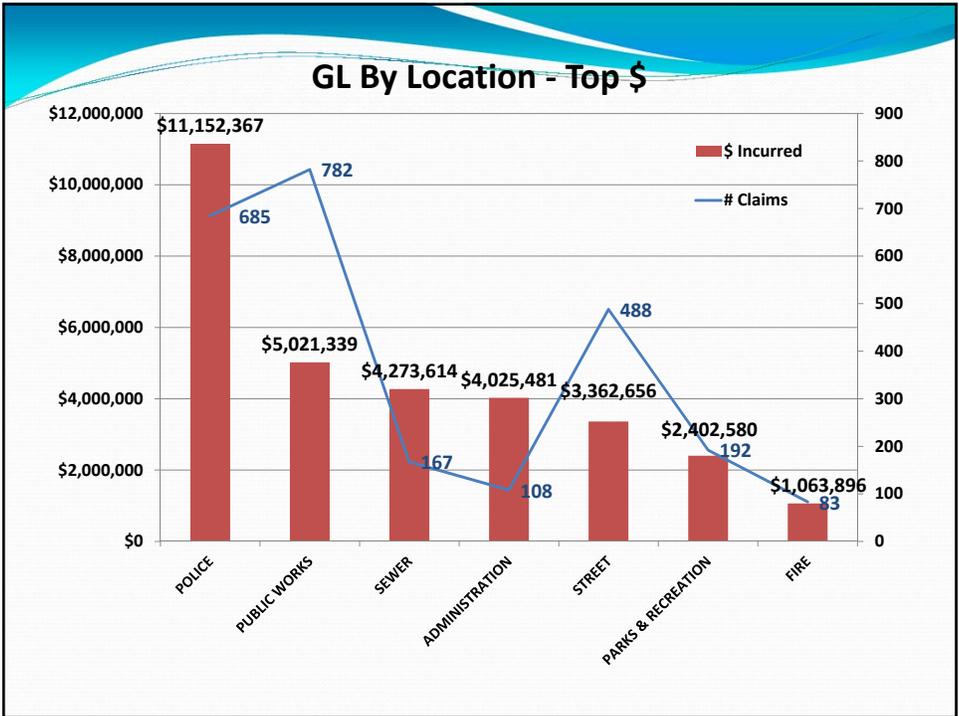
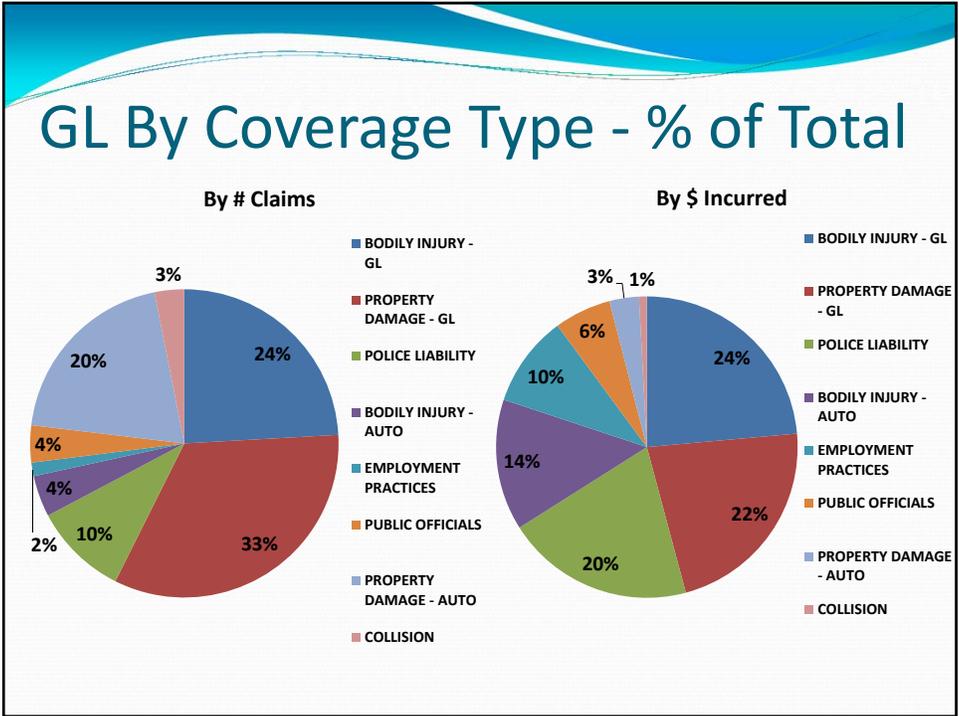
Loss Exposures – By Payroll Class

Employee Classification	2015/2016 Est. Payroll	2015/2016 Est. FTE	% Payroll	% FTE
Police Sheriffs Peace Officers (7720)	\$64,954,288	674	33.0%	25.6%
Clerical Office (8810) (1)	\$51,332,004	750	26.1%	28.5%
Municipal - Manual Labor (9420)	\$28,073,782	463	14.3%	17.6%
Firefighters - Regular (7706)	\$24,152,661	260	12.3%	9.9%
Municipal - Non-Manual Labor (9410)	\$18,733,526	284	9.5%	10.8%
Waterworks (7520)	\$2,168,895	31	1.1%	1.2%
Paramedics (7706)	\$1,303,558	17	0.7%	0.6%
Sanitation Employees (7580)	\$1,279,632	21	0.7%	0.8%
Animal Control Officers (7720)	\$1,129,282	19	0.6%	0.7%
Bus Operators (7382)	\$961,564	20	0.5%	0.8%
Transportation Employees (All(9422))	\$730,147	11	0.4%	0.4%

Claims Experience Last 10 Years

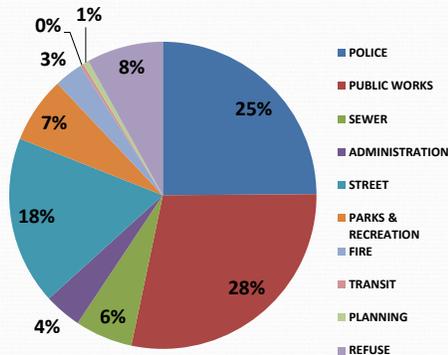
All data is for dates of loss between
7/1/2005 and 6/30/2015,
valued as of 9/21/15.



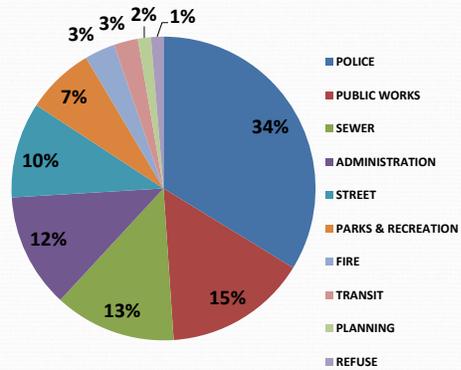


GL By Location - % of Claims

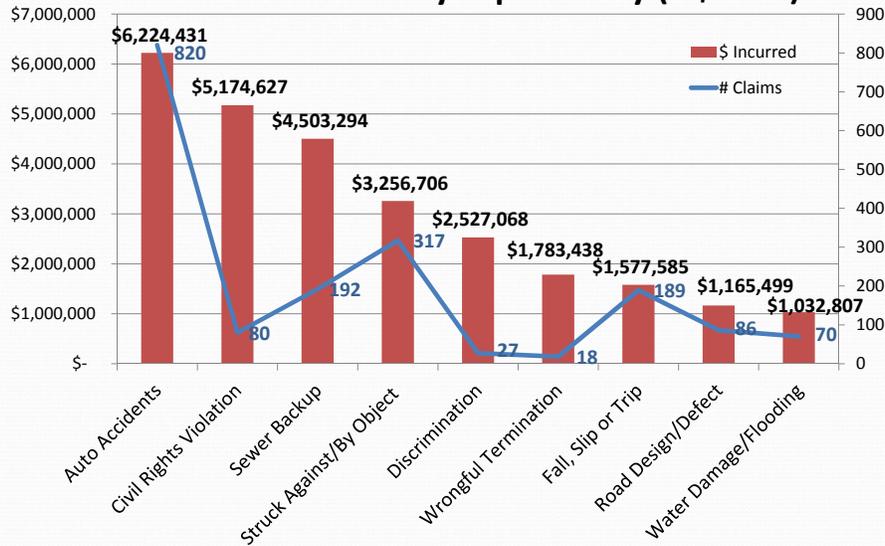
GL % of Top 10 # Claims

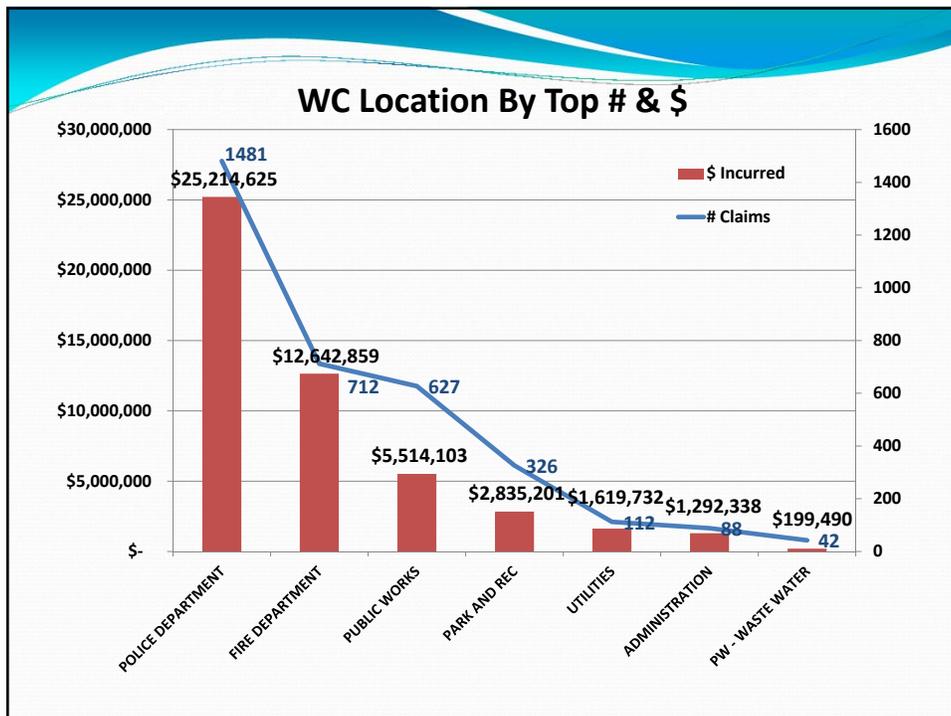
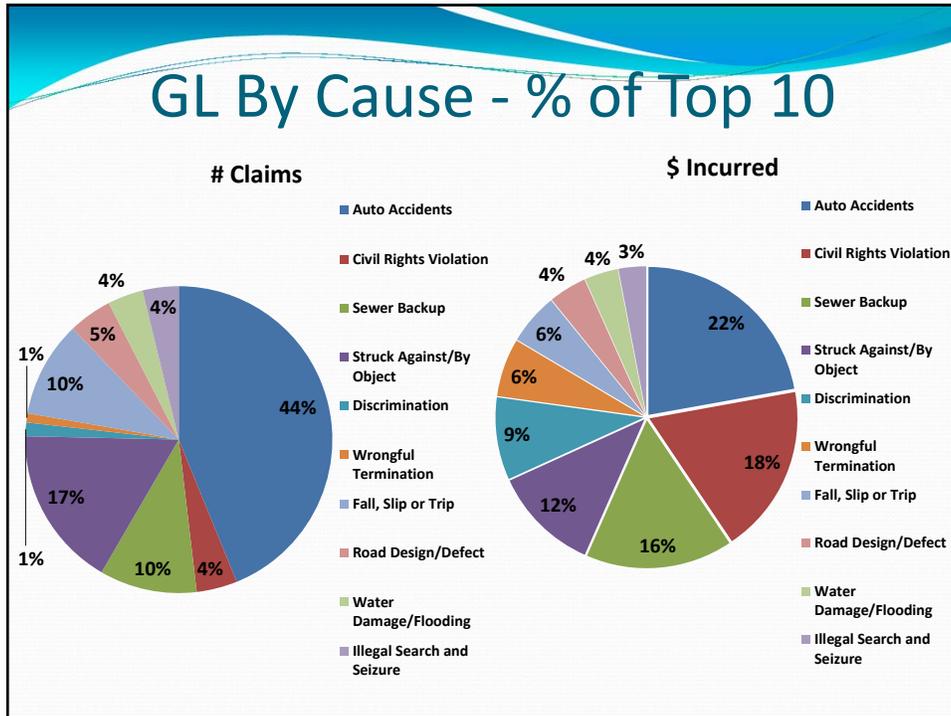


GL % of Top 10 \$ Incurred

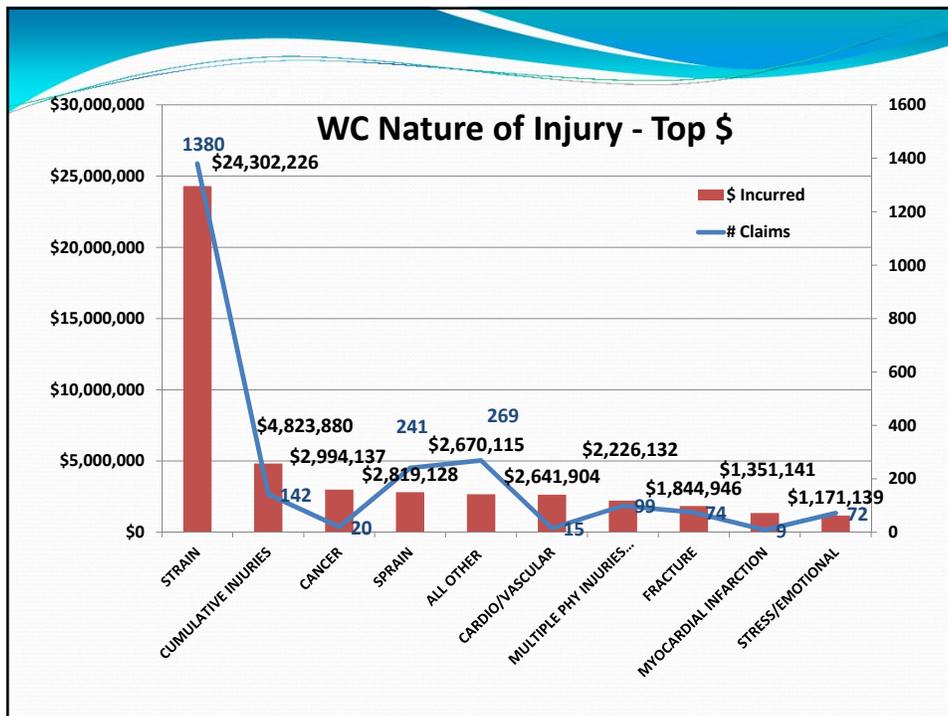
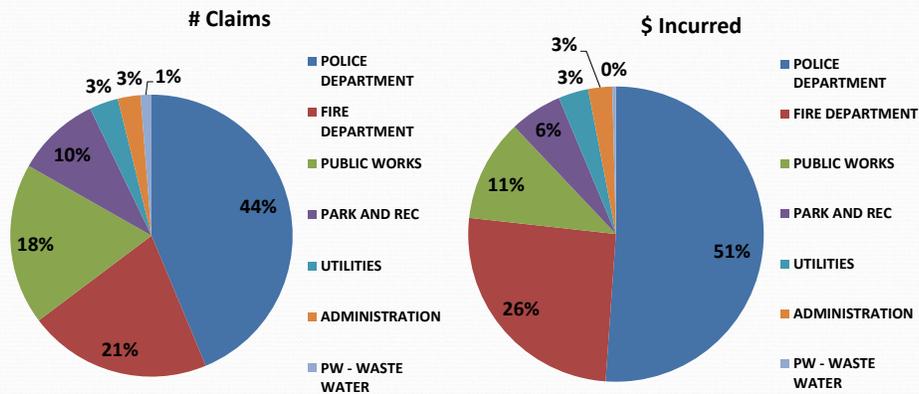


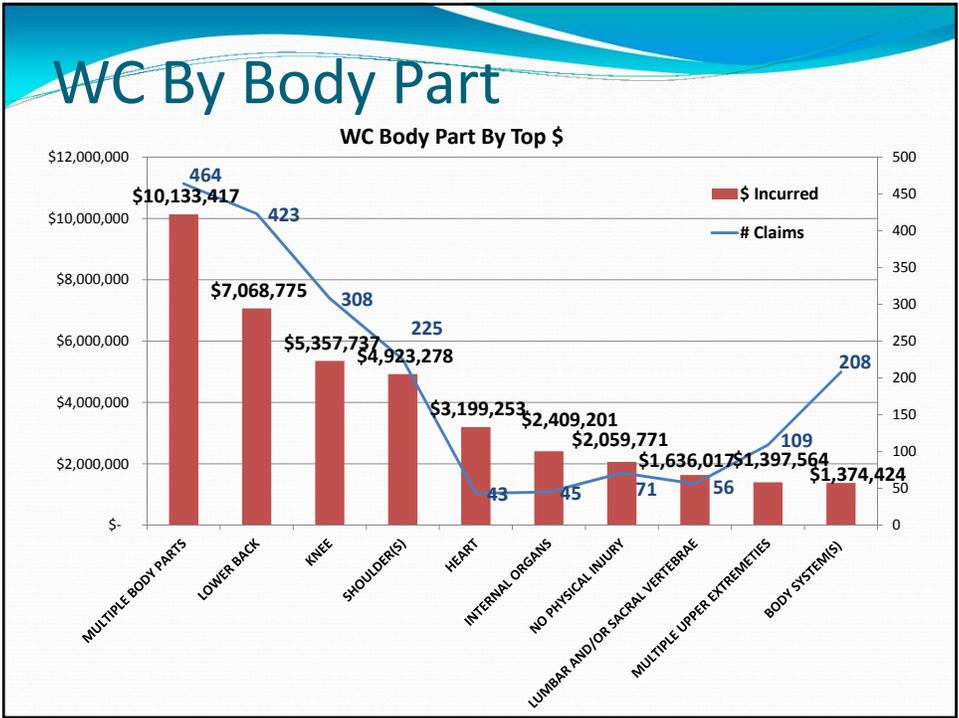
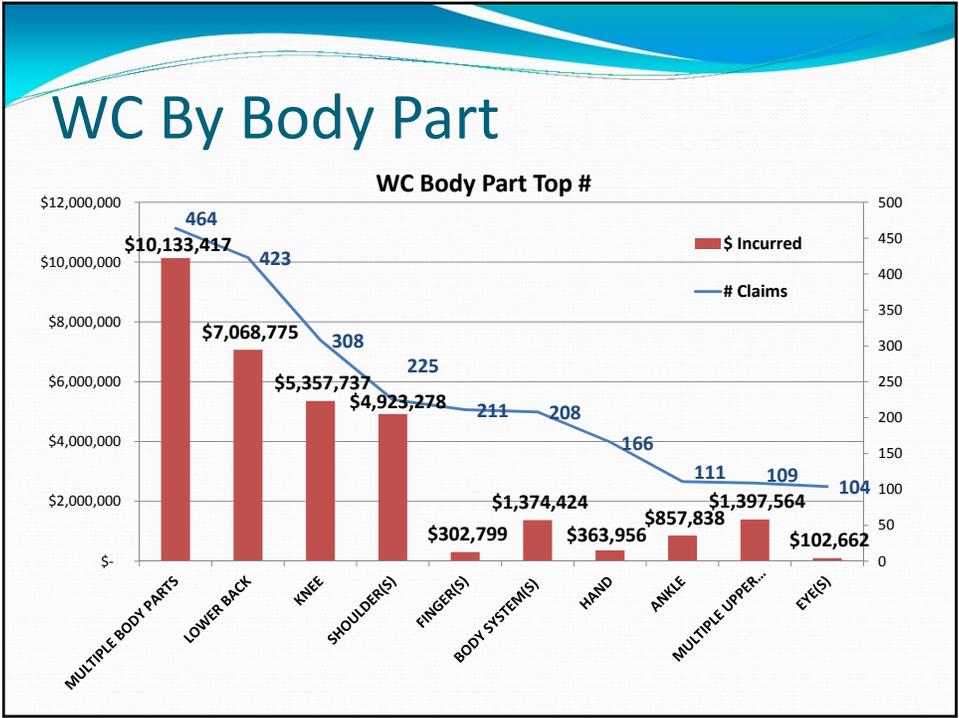
GL Cause By Top Severity (> \$1 mil)





WC By Location - % of Total





Summary of Claims Analysis

Liability

- Auto Accidents
- Sewer Backups
- Police
- Civil Rights
- Employment Practices
- Slip & Falls
- Public Works

Work Comp

- STRAINS
- Sprains
- Backs/Knees/Shoulders
- Cumulative
- Public Safety & Presumptions
 - Heart, Cancer, Cumulative
- Public Works

Services/Funding v. Exposures

- Focus on Police is warranted
- Sewers & trees need more focus
- Employment practices not part of funding
- Heart, strains subject to “healthy” risk control?
- Use more of the training budget?
- Review grant funding/member assistance



Questions? Comments?



Risk Management Goals

- What are we doing well?
- What can we do to improve?
- What results want to achieve over next 2-3 years?

What can we do to help you help each other?



BODY CAMERA UPDATE

INFORMATION ITEM

ISSUE: The Police Risk Management Committee members will be asked to discuss their experiences with their department's body cameras. There will be a discussion about the current status of body cameras, data storage and policies.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): None.



LEGISLATIVE UPDATE

INFORMATION ITEM

ISSUE: The Police Risk Management Committee members will receive an update about the current status of several bills that affect police departments. Attached is an overview of the relevant bills, with the latest status to be provided at the meeting.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: At the last PRMC meeting a number of bills pending in the legislature were discussed. The Program Administrators continue to track the progress of these bills as they make their way through the legislative process.

ATTACHMENT(S): Status of Bills Affecting Police Departments



Status of Bills Affecting Police Departments (as of 10/27/15)

1. **Assembly Bill AB 65 – Alejo - Local law enforcement: body-worn cameras: grant program**
(5/28/15 – held under submission)
2. **Assembly Bill AB 66 – Weber – Peace officers: body worn cameras – requirements and prohibitions**
(5/7/15 – Re-referred to committee on APPR)
3. ***Assembly Bill AB 69 – Rodriguez – Peace officers: body-worn cameras**
(10/11/15 – Chaptered by the Secretary of State)
4. ***Assembly Bill 953 – Weber – Law Enforcement: racial profiling**
(10/13/15 – Chaptered by the Secretary of State)
5. **Assembly Bill AB 1118 – Bonta – Police officer standards and training: procedural justice**
(5/28/15 – held under submission)
6. ***Assembly Bill AB 1507 – Hernandez – Peace officers: training**
(7/6/15 – Referred to Committee on RLS pursuant to Senate Rule 29.10 (c))
7. **Senate Bill SB 175 – Huff- Peace Officers: body worn cameras – policy**
(9/9/15 – ordered to inactive file on request of Assembly Member Holden)
8. ***Senate Bill – SB 227 – Mitchell – Grand Juries: powers and duties – exceptions**
(8/11/15 – Chaptered by the Secretary of State)



GRANT FUNDING FOR FISCAL YEAR 2015/16

ACTION ITEM

ISSUE: The Board approved a budget of \$50,000 for Police Risk Management Grants for 2015/16 subject to approval of any PRMC recommendation by the Executive Committee. This item is for members to discuss possible uses of the grant funds.

Discussions regarding the budget and use of the funds have centered on body cameras, data storage, and policies as well as Duty vests and ergonomic training. Legislative initiatives and other sources for grant funds are also factors in determining how best to allocate the funds.

RECOMMENDATION: Review and discuss options for use of grant funds to present to the Executive Committee.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): None.



ROUND TABLE DISCUSSION

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: Alliant and Bickmore have been directed to organize and continue the NCCSIF Police Risk Management Committee. These meetings will be held on a quarterly basis and members have directed Alliant and Bickmore to include a Round Table Discussion Item in the Agendas.

ATTACHMENT(S): None.



**TRAINING SESSION
MANAGING YOUR MESSAGE SOCIAL MEDIA STYLE**

INFORMATION ITEM

ISSUE: Laura Cole established her company to consult with law enforcement, fire departments, school districts, cities and businesses on how to effectively work with the media, craft positive stories for social media and the best ways to manage a crisis.

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: None.

ATTACHMENT(S): Training Announcement



Managing Your Message Social Media Style

Social Media is the new form of community policing. It's not about you, but rather the community you serve. Tell your own stories using Facebook, Twitter and Instagram. Create content that's relevant to your community. Learn how to engage with people on your social media platforms and grow your following organically. Get the "buy in" from citizens before the crisis hits and leverage social media to build a positive working relationship with your community members.

Speaker:

Laura Cole is the owner of Cole Pro Media. She spent 14 years in the television news business, working as a White House Correspondent and as a reporter for local television stations in California, Ohio and Nebraska. Her stories focused on public safety, education and government related topics. Laura established her company to consult with law enforcement, fire departments, school districts, cities and businesses on how to effectively work with the media, craft positive stories for social media and the best ways to manage a crisis.



Date:

November 5, 2015 at the Police Risk Management Committee meeting

Location:

Rocklin Event Center - Garden Room
2650 Sunset Blvd.
Rocklin, CA 95677

Target Audience:

Police Chiefs, Command Staff and others interested in this topic are encouraged to attend.

To Register:

Please e-mail Raychelle Maranan at Raychelle.Maranan@alliant.com with the names of those who wish to attend.