



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

NORTHERN CALIFORNIA CITIES SELF INSURANCE FUND RISK MANAGEMENT COMMITTEE MEETING AGENDA

DATE/TIME: Thursday, December 10, 2020 at 9:00 a.m.

LOCATION: Webex Teleconference
Call-in Number: (877) 309-3457
Access Code: 178 380 8539

A - Action
I - Information

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

MISSION STATEMENT

The Northern California Cities Self Insurance Fund, or NCCSIF, is an association of municipalities joined to protect member resources by stabilizing risk costs in a reliable, economical and beneficial manner while providing members with broad coverage and quality services in risk management and claims management.

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENTS

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

pg. 3 **D. CONSENT CALENDAR** **A 1**

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.

pg. 4 1. Minutes of the Risk Management Committee Meeting - April 23, 2020

pg. 8 **E. GENERAL RISK MANAGEMENT ISSUES** **I 4**

This is an opportunity for a member to discuss a topic of interest or seek guidance and input from the group about a current issue, risk management topic or exposure the member is facing.

F. COMMITTEE BUSINESS

pg. 9 1. **Trending Reports for Workers' Compensation and Liability Claims** **I 1**

Dori Zumwalt from Sedgwick will present an overview of claim statistics and trends for both coverage programs.



President
Mr. Dave Warren
City of Placerville

Vice President
Mr. Jose Jasso
City of Rio Vista

Treasurer
Ms. Jen Lee
City of Rio Vista

Secretary
Ms. Jennifer Styczynski
City of Marysville

- | | | |
|--------|---|------------|
| pg. 31 | 2. Sedgwick Risk Control Services Update
<i>Dave Beal from Sedgwick will present an overview of the risk control services provided for the current program year.</i> | I 1 |
| pg. 53 | 3. NCCSIF FY 20/21 Risk Control Service Plan
<i>Members will review the list of topics and select or provide direction on future regional trainings.</i> | A 1 |
| pg. 60 | 4. Police Risk Management Committee Update
<i>Tom Kline from Sedgwick will provide the Committee with a summary of this year's Police Risk Management Committee Meetings.</i> | I 1 |
| pg. 62 | 5. Wildfire Risk Management Resources and Best Practices
<i>The members will receive information regarding wildfire risk management resources and draft best practices for review and discussion.</i> | A 1 |

H. ADJOURNMENT

UPCOMING MEETINGS

The Impact of AB 392 on Police Criminal and Civil Liability presented by Gregory Fox – January 7, 2021 9:00a.m. -11:00 a.m.

Police Risk Management Committee Meeting - February 4, 2021

Executive Committee – March 25, 2021

Claims Committee – March 25, 2021

Risk Management Committee & Board of Directors April, 22, 2021

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) 643-2714.

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 Committee less than 72 hours prior to a regular meeting will be available for public inspection and copying at 2180 Harvard Street, Suite 460, Sacramento, CA 95815.

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



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item D.

CONSENT CALENDAR

ACTION ITEM

ISSUE: The Risk Management Committee (RMC) reviews items on the Consent Calendar, and if any 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 later on the agenda in an order determined by the Chair.

RECOMMENDATION: Review and approve the Consent Calendar.

FISCAL IMPACT: None

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

ATTACHMENT(S): Minutes of the Risk Management Committee Meeting - April 23, 2020



**MINUTES OF THE
NCCSIF RISK MANAGEMENT COMMITTEE MEETING
Zoom Teleconference
APRIL 23, 2020**

COMMITTEE MEMBERS PRESENT

Jim Ramsey, City of Elk Grove
Kristine Haile, City of Folsom
Jon Hanken, City of Ione
Dalacie Blankenship, City of Jackson
Loree McCay, City of Nevada City
Stephanie Van Steyn, City of Galt

Crystal Peters, Town of Paradise
Dave Warren, City of Placerville
Sandy Ryan, City of Red Bluff
Spencer Morrison, City of Yuba City
Andy Schiltz, City of Rocklin
Elizabeth Ehrenstrom, City of Oroville, Chair

OTHER MEMBERS PRESENT

Julie Rucker, City of Elk Grove
Sheleen Loza, City of Yuba City

Mike Solley, City of Marysville

COMMITTEE MEMBERS ABSENT

Liz Cottrell, City of Anderson
Cristina Shafer, City of Auburn
Toni Benson, City of Colusa
Yvonne Kimball, City of Jackson
Gina Will, Town of Paradise
Kimberly Sarkovich, City of Rocklin
Toni Benson, City of Colusa

Kristina Miller, City of Corning
Rachel Ancheta, City of Dixon
Jim Francis, City of Folsom
Veronica Rodriguez, City of Lincoln
Jose Jasso, City of Rio Vista
Tim Sailsbery, City of Willows

CONSULTANTS & GUESTS

Marcus Beverly, Alliant Insurance Services
Raychelle Maranan, Alliant Insurance Services
Jenna Wirkner, Alliant Insurance Services

Dori Zumwalt, Sedgwick
Dave Beal, Sedgwick Risk Control
Tom Kline, Sedgwick Risk Control

A. CALL TO ORDER

Chair Elizabeth Ehrenstrom called the meeting to order at 10:05 a.m.

B. ROLL CALL

The above-listed 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 - October 24, 2019

A motion was made to approve the consent calendar.

MOTION: Andy Schiltz

SECOND: Kristine Haile

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ramsey, Haile, Hanken, Blankenship, McCay, Van Steyn, Peters, Warren, Ryan, Morrison, Schiltz, Ehrenstrom

Nays: None

E. COMMITTEE BUSINESS

E.1. Risk Management Services, Assessments and Recommendations

Information only. Marcus Beverly reviewed Risk Management Assessment Scorecard Summary, cities should work to have programs in place or effective. Risk Management areas discussed: Risk Management Framework, Injury & Illness Prevention Program, ADA Compliance, Driver & Vehicle Use Safety, Ergonomics Injury Management, Sidewalk Liability Management, Urban Forest Management, Volunteer Risk Management and Special events management. Focus on areas with higher risks including Driver & Vehicle use safety, Sidewalk Liability management and Sidewalk Liability Management. Recommended that cities have a safety or risk management team.

Dave Beal joined the call 10:27

Dave Beal reviewed Risk Management Assessment Scorecard Summary lots of yellow (In progress/needs work which indicate members may not have a certain program in place. Risk Management policy and resolutions. Working on draft programs for the group.

Loree McCay left the meeting at 10:15 a.m.

Loree McCay joined the meeting at 10:21 a.m.

E.2.a Police Risk Management Committee (PRMC)

Sheleen Loza from Yuba City joined at 10:33 a.m.



Sedgwick gave an update on NCCSIFs Police Risk Management Committee. Meetings are scheduled every 3 months. The next meeting is scheduled for May 7th, via Zoom. The next meeting with a training component is scheduled for August 6th and will be offered virtually if needed.

Marcus Beverly provided an overview of an option for a turn-key approach to Body Worn Camera (BWC) programs priced at \$1,000 per officer per year. This includes the cameras, docking station, and secure storage. He also stated we have Laura Cole's firm, Critical Incident Video, on retainer to assist members in responding to requests for video documentation.

E.2.b. PRM Grant Fund Usage Report and Request

Marcus Beverly gave a brief overview of the Police Risk Management Grant Program. The only two cities that haven't implemented BWC programs are Anderson and Galt. Vests, protective equipment and other risk management goods or services can be purchased with the funds if the Member has a BWC program. The Cordico Wellness app is also an option (Elk Grove and Dixon are currently using the APP), though finding good therapists to work with the program is an issue. Grant fund \$50,000 per fiscal year.

E.3. Strategic Plan Update

Marcus Beverly gave an overview of the Strategic Plan Update and recommended developing plans to customize the services for each member's specific needs. Risk Management Services take up a large portion of the Administration budget and we want to make sure members are getting the services they need. Members are encouraged to set aside some money from return of dividends and have the option of choosing a check, credit to premium and/or contributing to their risk management reserve fund. With the budget shortfalls expected due to COVID-19 a little reserve for risk management needs will be important to have. Marcus also gave a brief overview of the most common types of claims as a starting point for addressing member needs.

Member suggestions were to concentrate on trainings in higher claim areas, invite other JPAS for a fee, and recording trainings as webinars.

E.4. FY 20/21 Risk Control Services Budget

NCCSIF's Risk Management budget is largely unchanged per contract that runs until 2022. Only budgeted change is Lexipol up by 3%. The group discussed the services and were asked if any changes were needed. None were recommended at this time.

A motion was made to recommend to the Executive Committee to approve the budget as presented.

MOTION: Andy Schiltz

SECOND: Dave Warren

**MOTION CARRIED
UNANIMOUSLY**

Ayes: Ramsey, Haile, Hanken, Blankenship, McCay, Van Steyn, Peters, Warren, Ryan, Morrison, Schiltz, Ehrenstrom; **Nays:** None



E.5. Round Table Discussion

Sedgwick reminded the group that they will do in person Risk Management 101 trainings for new staff members. Members discussed protocols for programs and procedures for re-opening. Cities will share protocols and programs once they have been released. Sedgwick discussed email from CA Special District Association regarding the COVID-19 cases and workers compensation claims. They will notify the group with any updates.

F. ADJOURNMENT

The meeting was adjourned at 11:10a.m

Respectfully Submitted,

Jennifer Styczynski, Secretary

Date



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item E.

GENERAL RISK MANAGEMENT ISSUES

INFORMATION ITEM

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

RECOMMENDATION: None.

FISCAL IMPACT: None.

BACKGROUND: This is an opportunity for members to ask questions or raise issues on risk exposures common to the members.

ATTACHMENT(S): None.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.1.

**TRENDING REPORTS FOR
WORKERS' COMPENSATION AND LIABILITY CLAIMS
INFORMATION ITEM**

ITEM: Dori Zumwalt from Sedgwick will present an overview of NCCSIF claim trends over the last five years, 2015-2020, and analysis of the top loss exposures related to the Workers' Compensation and Liability Programs.

FISCAL IMPACT: None.

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

BACKGROUND: York/Sedgwick Services 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): Workers' Compensation and Liability Loss Exposures Claims Experience Analysis

Workers' Compensation Trending Report for NCCSIF

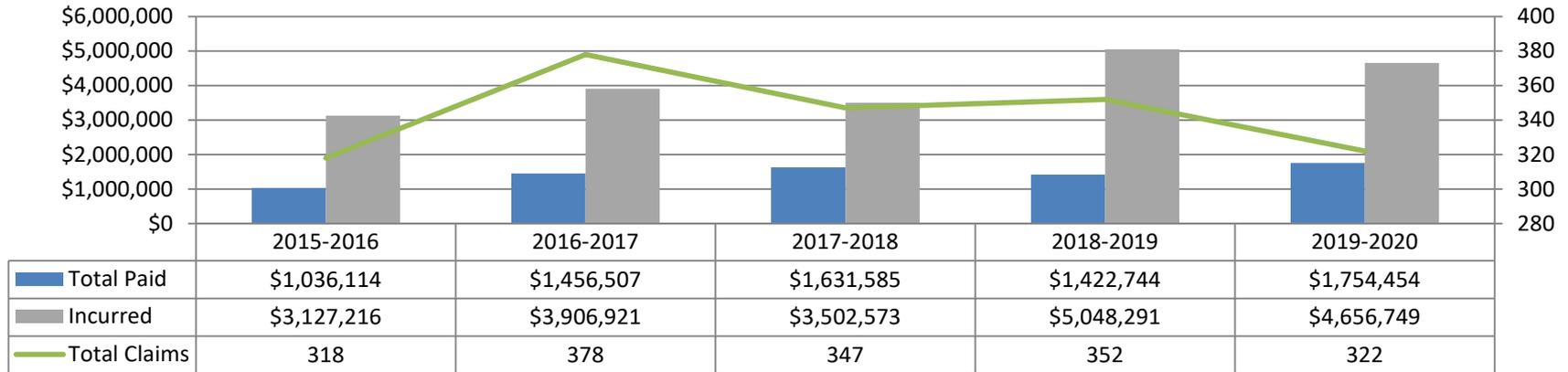


sedgwick®
caring counts

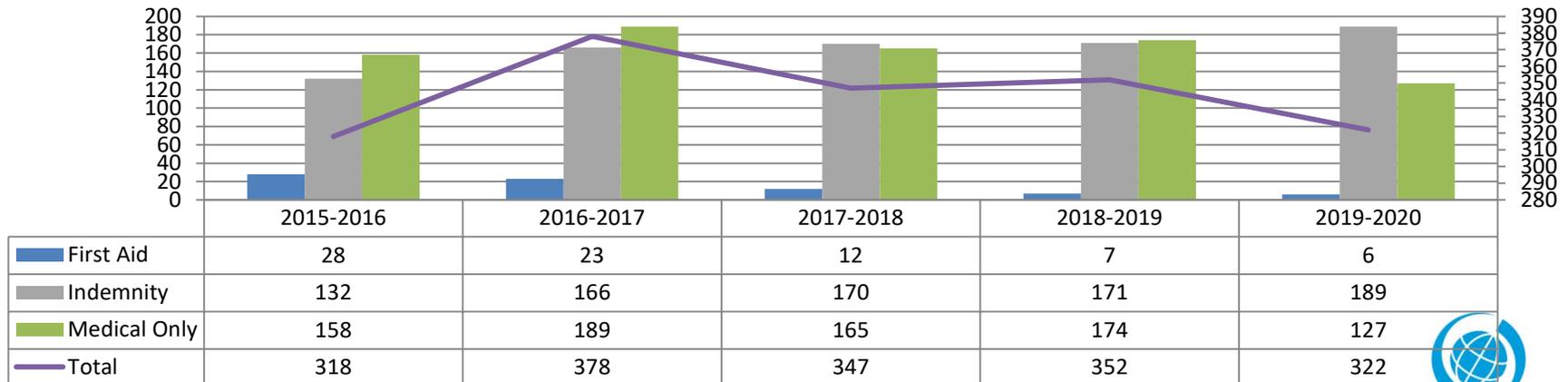
December 2020

NCCSIF WC Trending Report Fiscal Years 2015-2020

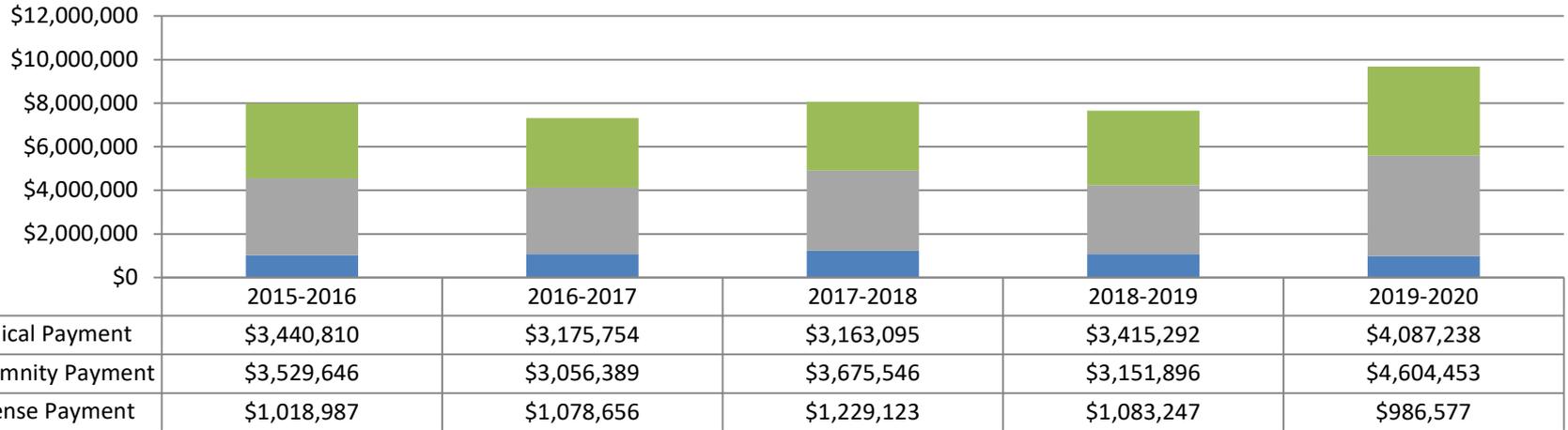
Total Paid and Incurred by Fiscal Year for Injuries within Fiscal Year



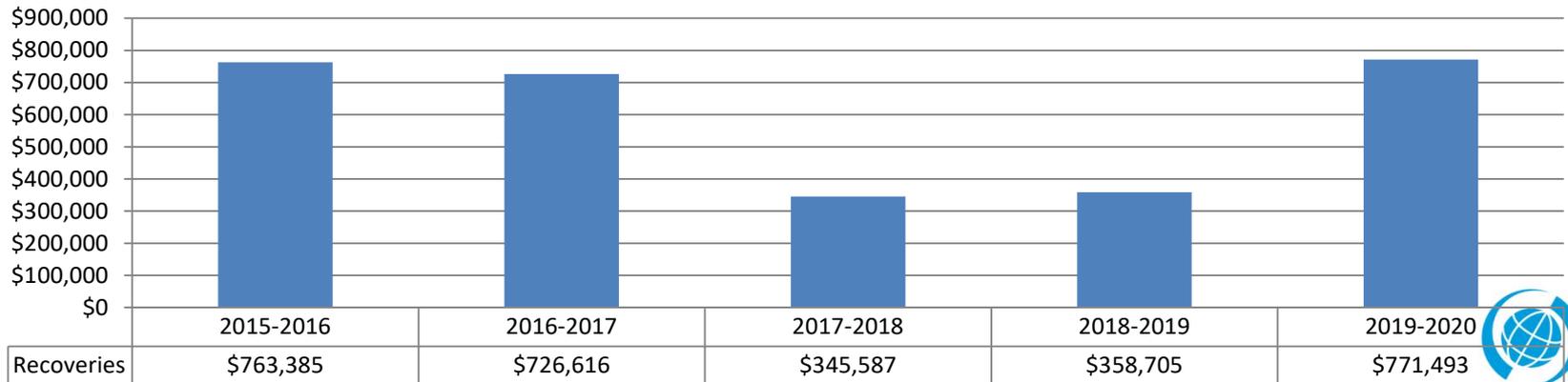
Claim Type by Fiscal Year



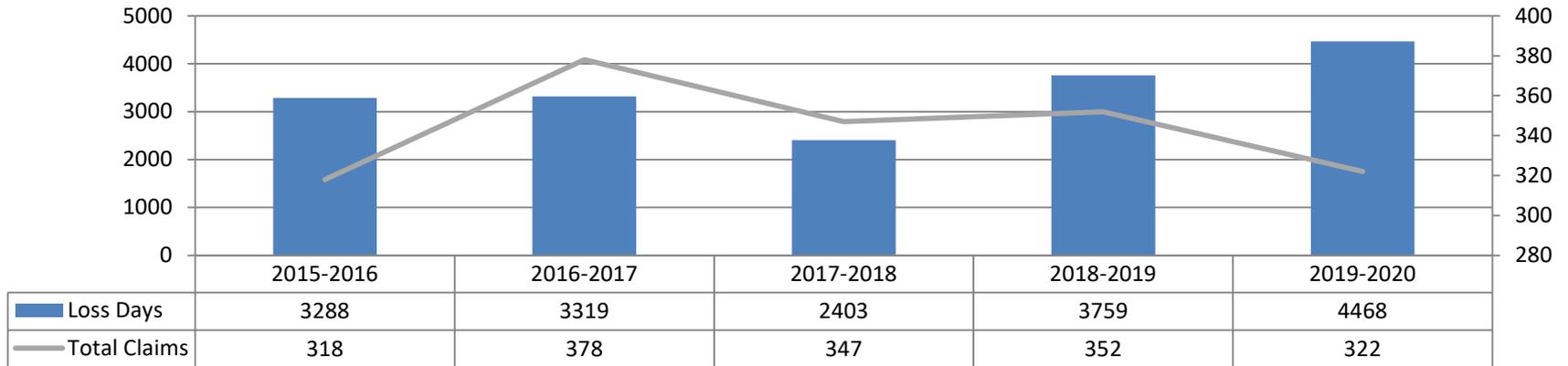
Total Paid by Fiscal Year Regardless of Injury Date



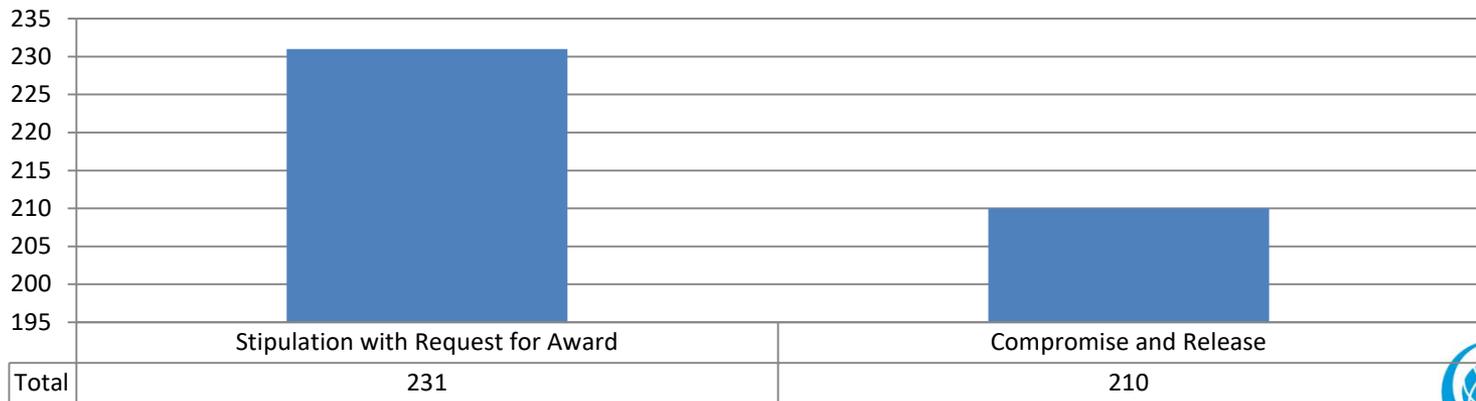
Recoveries Received During Fiscal Year Regardless of Injury Date



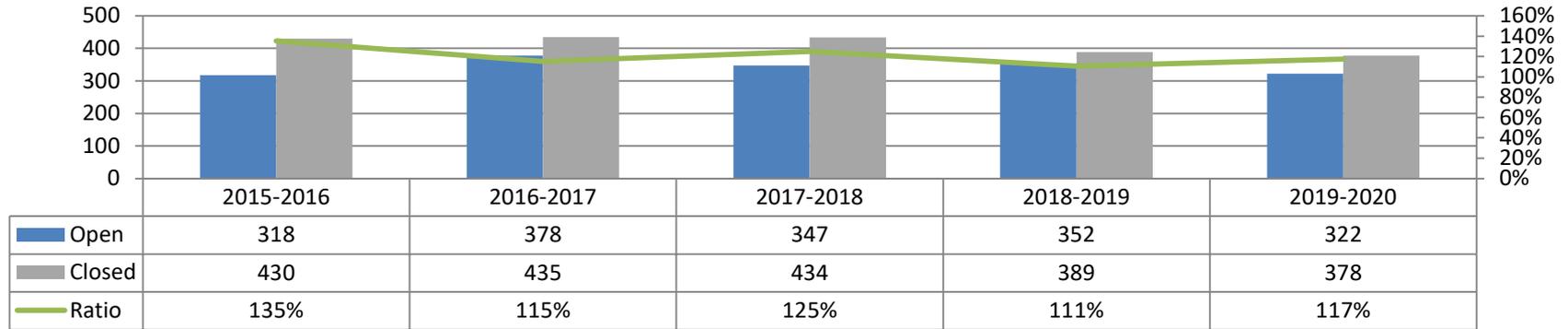
Loss Days for Injuries within Fiscal Year



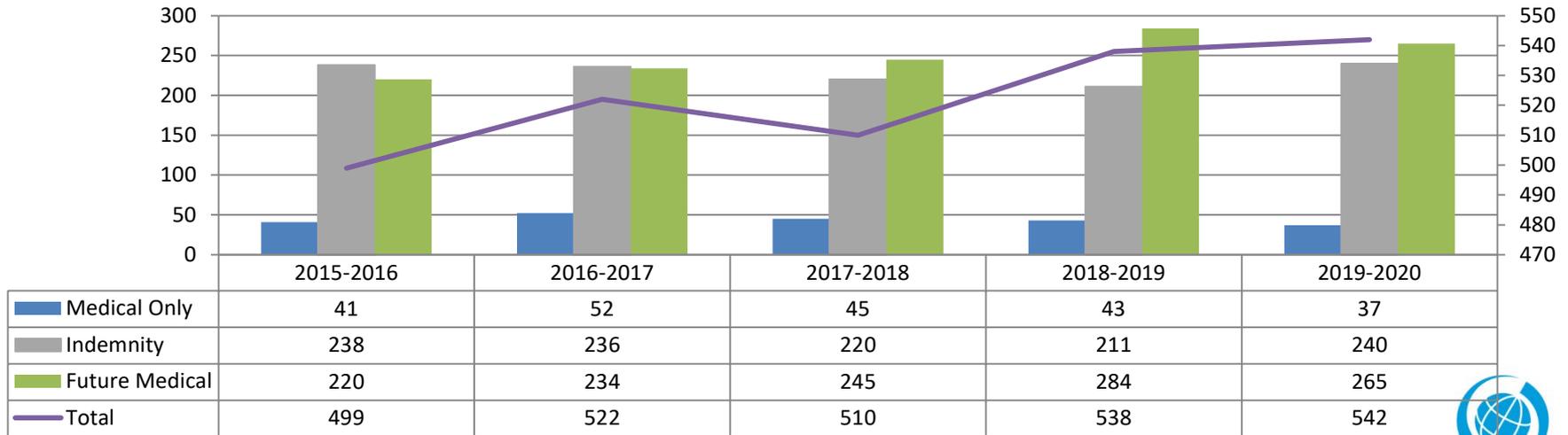
Total Settlements by Type Fiscal Year 2015-2020



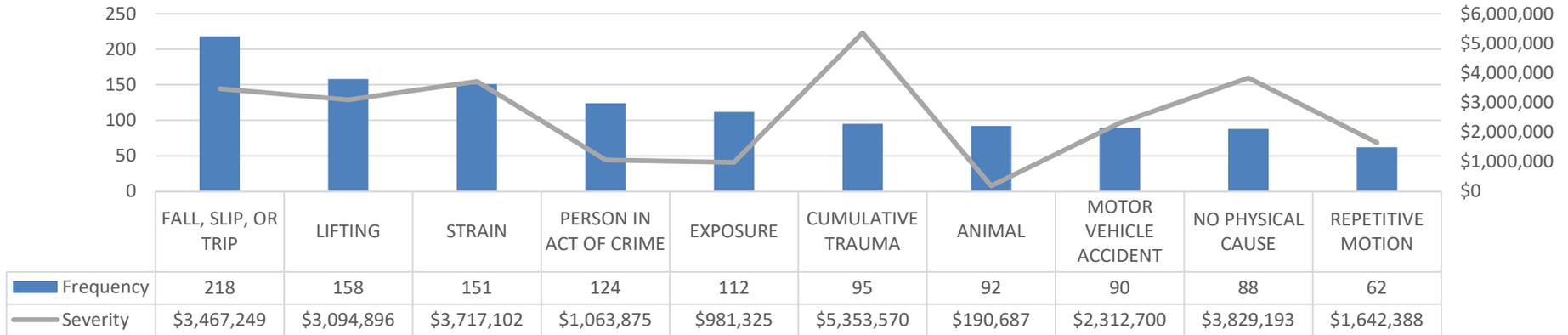
Closing Ratio by Fiscal Year



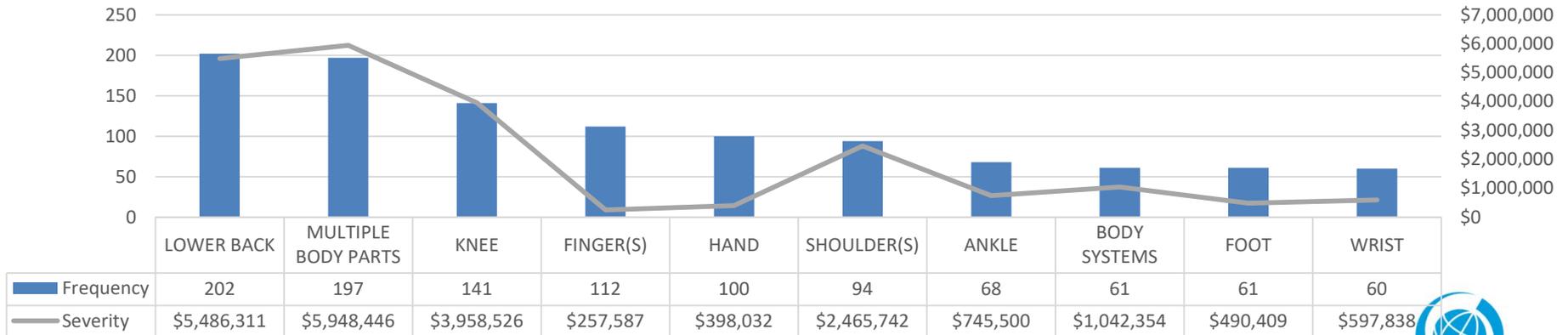
Total Ending Open Inventory by Fiscal Year



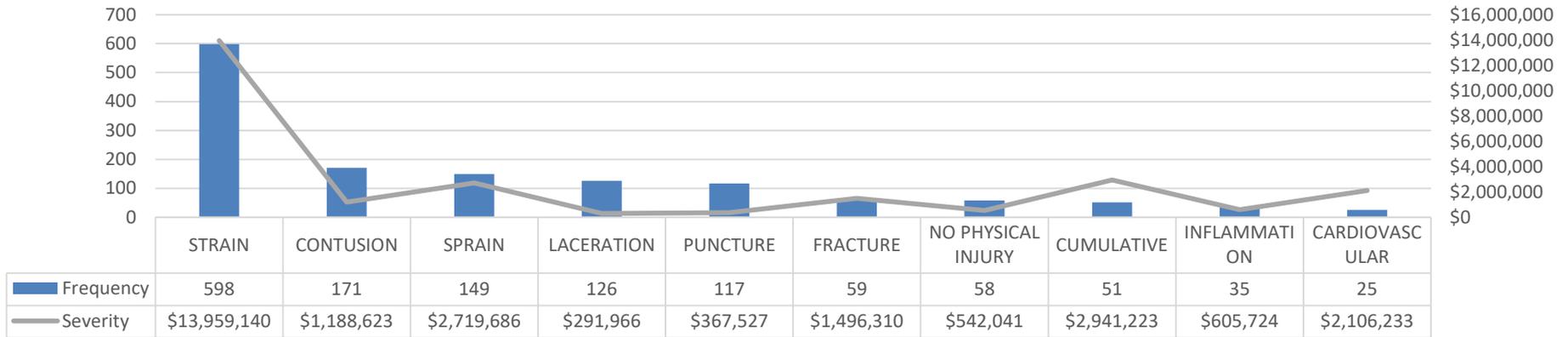
Top 10 Cause of Injury Fiscal Year 2015-2020



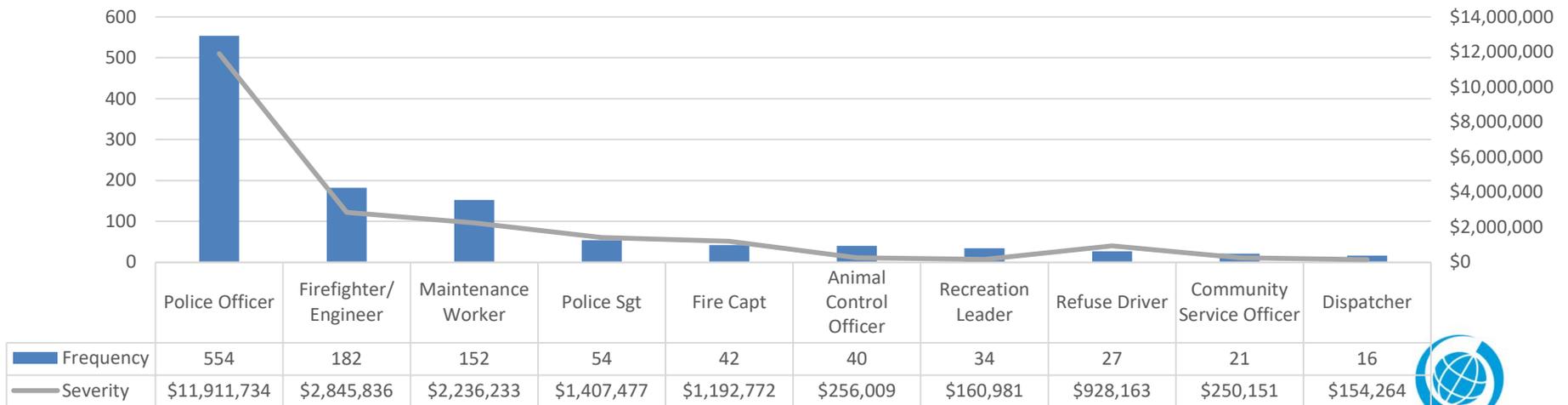
Top 10 Part of Body Injured Fiscal Year 2015-2020



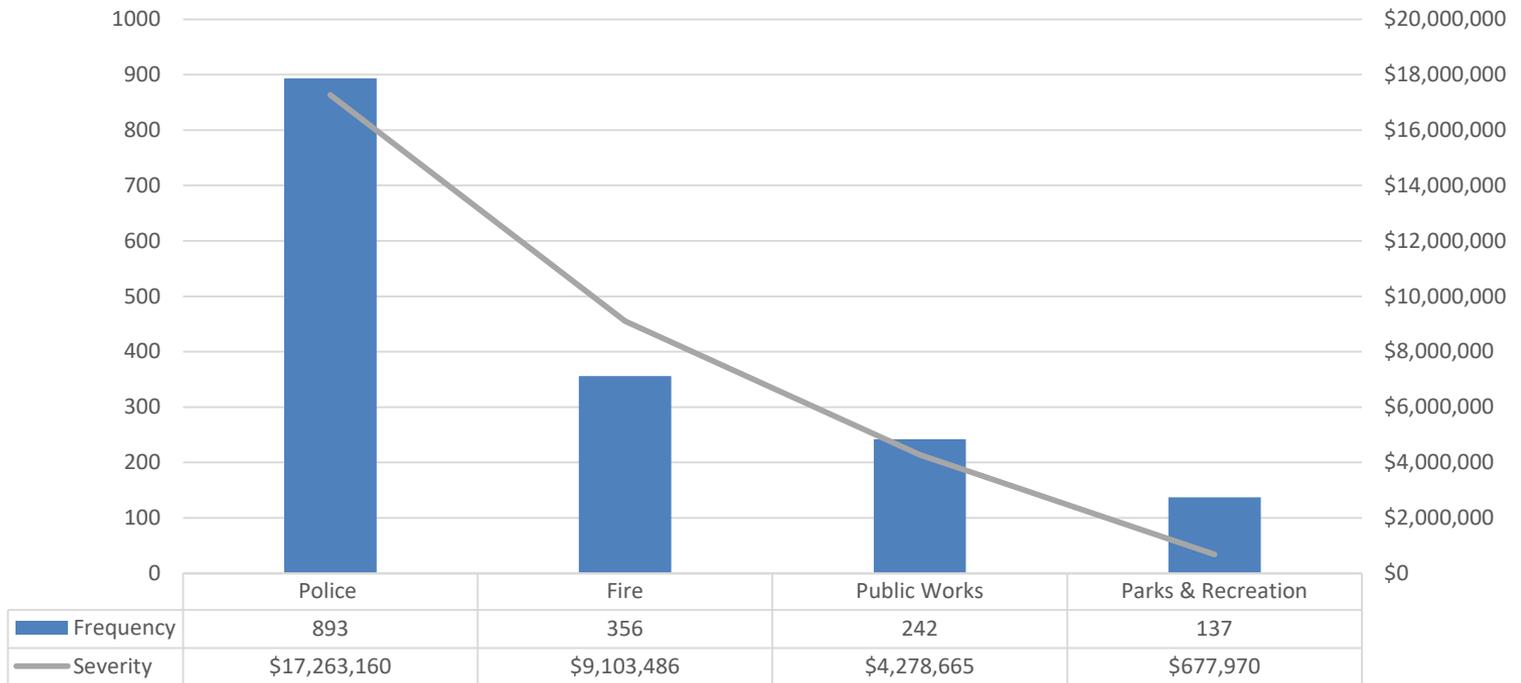
Top 10 Nature of Injury Fiscal Year 2015-2020



Top 10 Occupation of Injury Fiscal Year 2015-2020



Frequency and Severity by Department Fiscal Year 2015-2020



NCCSIF WC Trending Report Fiscal Years 2015-2020

Top 20 Claims Fiscal Year 2015-2020

Claim Number	Description	Loss Date	Status	Paid	Incurred
NCWA-557446	Heart trouble, cancer, and right knee pain	5/31/2016	O	\$487,380	\$571,544
NCWA-557610	Cumulative trauma to neck, back, upper, lower extremities, and hearing	8/11/2016	O	\$34,581	\$495,636
NCWA-558290	Aneurysm	5/8/2019	O	\$152,097	\$466,125
NCWA-556800	Injured low back while spreading concrete over pipe installation	8/26/2015	O	\$385,162	\$416,302
NCWA-558244	Cancer	3/19/2019	O	\$151,405	\$406,722
NCWA-557465	Terminal cancer	11/30/2016	O	\$319,186	\$401,000
NCWA-557556	While hiking on fire line, slipped injuring ankle and back	7/24/2017	O	\$211,779	\$364,704
NCWA-557495	Heart trouble	6/16/2017	C	\$315,495	\$315,495
NCWA-557205	Cumulative trauma to low back and hearing	9/8/2016	O	\$225,746	\$315,453
NCWA-558202	Low back strain from lifting very heavy patient	2/6/2019	O	\$110,983	\$310,719

NCCSIF WC Trending Report Fiscal Years 2015-2020

Top 20 Claims Fiscal Year 2015-2020

Claim Number	Description	Loss Date	Status	Paid	Incurred
NCWA-558274	Cumulative trauma to psyche, neck, and low back	4/24/2019	O	\$117,976	\$306,266
NCWA-556902	Cancer	12/15/2015	C	\$302,542	\$302,542
NCWA-557711	Post Traumatic Stress Injury	11/14/2017	O	\$205,639	\$300,770
NCWA-558588	Heart trouble	12/12/2019	O	\$115,384	\$286,156
NCWA-557762	Injury to left knee after picking up a trash can	10/30/2017	O	\$127,948	\$278,110
NCWA-558554	Injury to right elbow after striking bag with a baton	12/17/2019	O	\$114,102	\$266,543
NCWA-557814	Cumulative trauma to bilateral knees, hips, and low back	11/7/2017	O	\$165,116	\$262,916
NCWA-558066	Terminal cancer	9/2/2018	O	\$15,149	\$261,000
NCWA-558302	Cancer	3/13/2019	O	\$34,188	\$258,858
NCWA-557129	Twisted knee while exiting patrol vehicle	7/27/2016	O	\$202,676	\$253,025

Frequency and Severity of Workers' Compensation Claims by Member Fiscal Year 2015-2020

Member	Frequency	Severity	Average
City of Anderson	54	\$767,741	\$14,217
City of Auburn	70	\$1,887,482	\$26,964
City of Colusa	11	\$238,111	\$21,646
City of Corning	27	\$212,908	\$7,885
City of Dixon	60	\$1,752,061	\$29,201
City Of Elk Grove	242	\$4,796,691	\$19,821
City of Folsom	390	\$5,034,094	\$12,908
City of Galt	124	\$1,981,461	\$15,980
City of Gridley	18	\$169,165	\$9,398
City of Ione	15	\$127,749	\$8,517
City of Jackson	17	\$899,932	\$52,937

Frequency and Severity of Workers' Compensation Claims by Member Fiscal Year 2015-2020

Member	Frequency	Severity	Average
City of Lincoln	87	\$935,252	\$10,750
City of Marysville	74	\$926,885	\$12,525
City of Nevada City	26	\$782,136	\$30,082
City of Oroville	55	\$1,035,280	\$18,823
City of Placerville	49	\$771,825	\$15,752
City of Red Bluff	80	\$1,993,051	\$24,913
City of Rio Vista	32	\$285,766	\$8,930
City of Rocklin	163	\$3,447,522	\$21,150
City of Willows	12	\$617,052	\$51,421
City of Yuba City	171	\$4,029,583	\$23,565
Town of Paradise	40	\$1,298,266	\$32,457

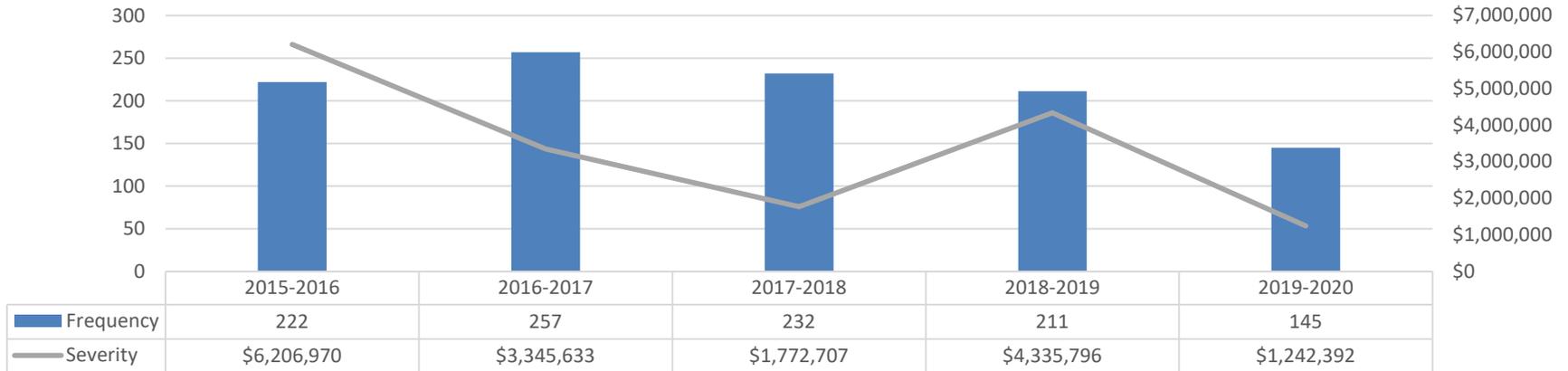
General Liability Trending Report for NCCSIF



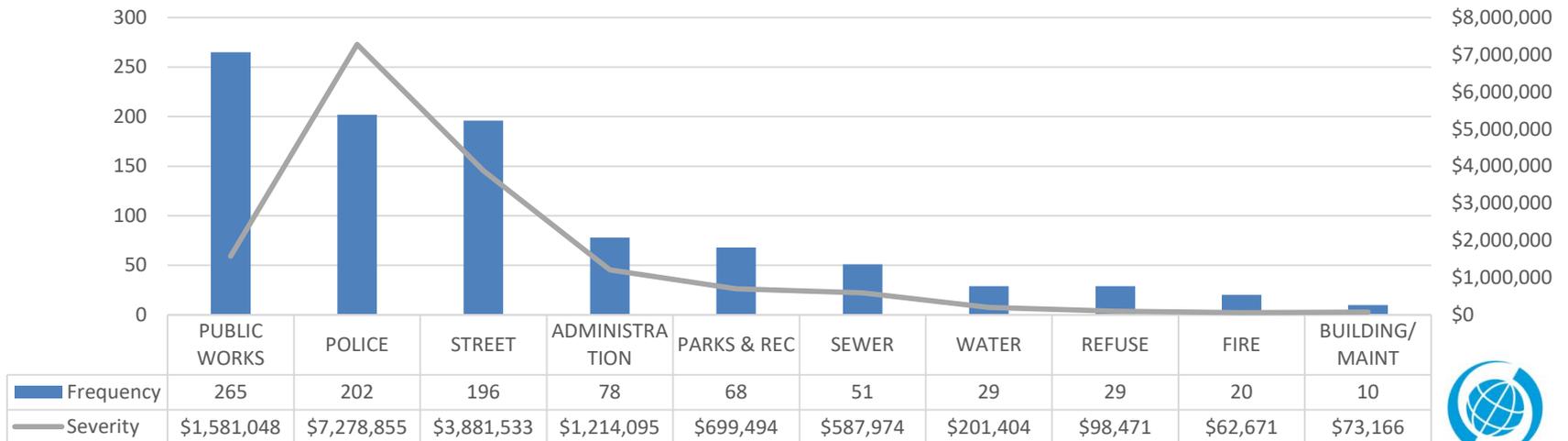
sedgwick®
caring counts

December 2020

Frequency and Severity by Fiscal Year



Claims by Department Fiscal Year 2015-2020

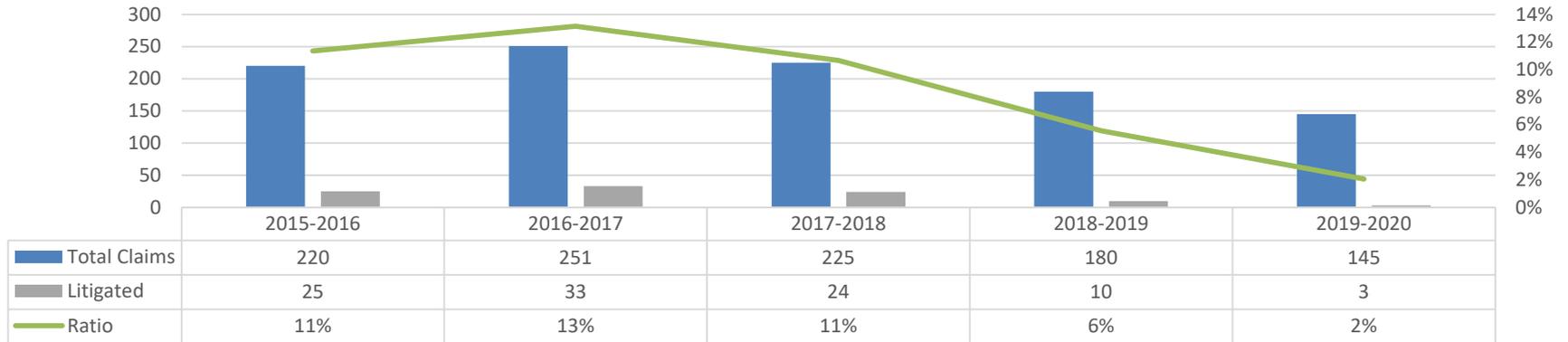


Top 10 Departments Fiscal Year 2015-2020

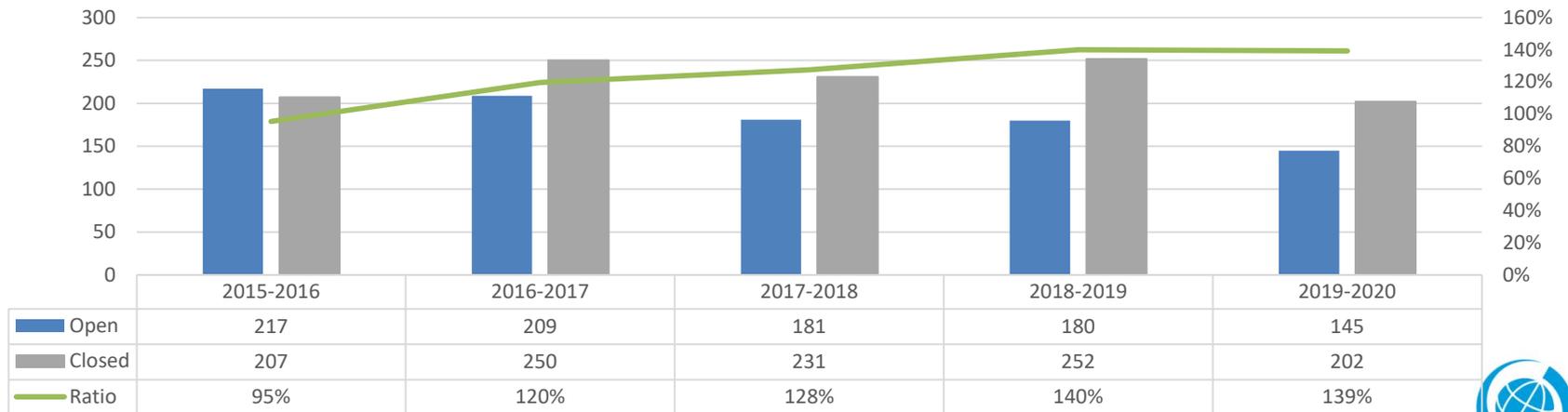
Department	Frequency	Severity	Average
PUBLIC WORKS	265	\$1,581,048	\$5,966
POLICE	202	\$7,278,855	\$36,034
STREET	196	\$3,881,533	\$19,804
ADMINISTRATION	78	\$1,214,095	\$15,565
PARKS & REC	68	\$699,494	\$10,287
SEWER	51	\$587,974	\$11,529
WATER	29	\$201,404	\$6,945
REFUSE	29	\$98,471	\$3,396
FIRE	20	\$62,671	\$3,134
BUILDING/ MAINT	10	\$73,166	\$7,317



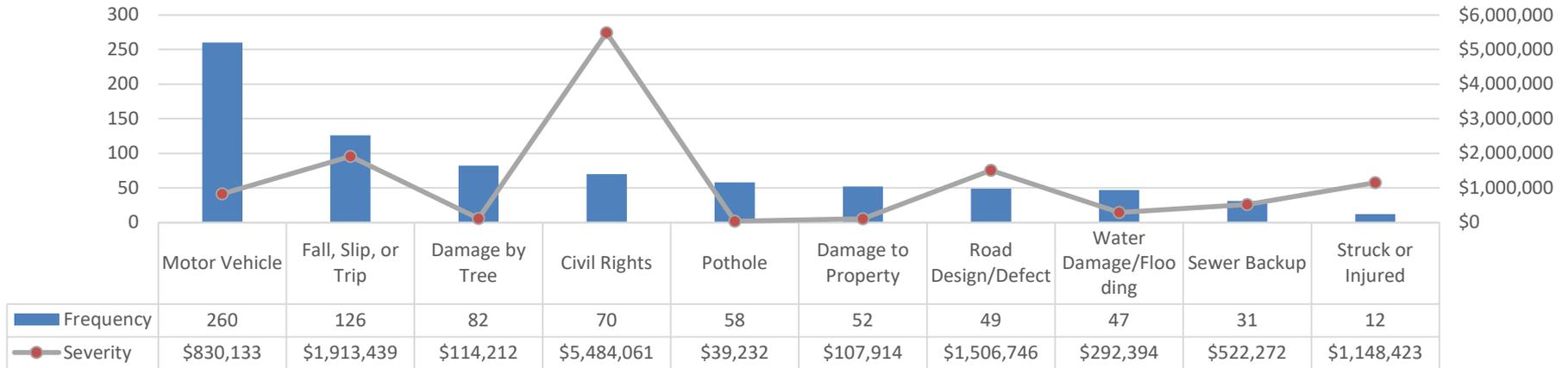
Litigation Ratio by Fiscal Year



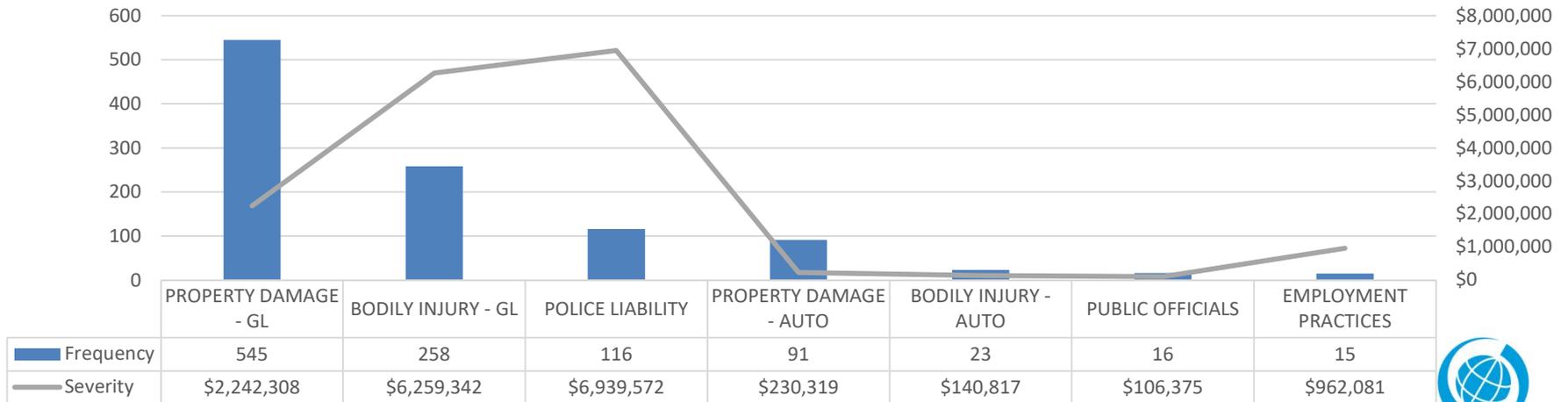
Closing Ratio by Fiscal Year



Top 10 Cause of Claim Fiscal Year 2015-2020



Frequency and Severity by Claim Type Fiscal Year 2015-2020



Top 10 Liability Claims Fiscal Year 2015-2020

Claim Number	Claim Type	Description	Incurred
NCGA08079A1	POLICE LIABILITY	Fatal officer involved shooting	\$3,336,084
NCGA08207A1	BODILY INJURY - GL	Alleged dangerous condition on public walkway	\$1,055,001
NCGA08753A1	BODILY INJURY - GL	Claimant suffered injuries from alleged dangerous road condition	\$655,000
NCGA08783A1	POLICE LIABILITY	Alleging violation of civil rights and injury from K9	\$650,000
NCGA08811A1	POLICE LIABILITY	Fatal officer involved shooting	\$625,000
NCGA08905A1	BODILY INJURY - GL	The claimant was struck and killed by a DUI driver	\$500,000
NCGA08478A1	BODILY INJURY - GL	Alleged discrimination based on retaliation, disability and gender	\$346,753
NCGA08401A1	BODILY INJURY - GL	Alleges eviction from a homeless camp violated claimant's civil rights	\$335,000
NCGA08901A1	BODILY INJURY - GL	Slip and fall allegedly resulted in claimant's death	\$300,000
NCGA08040A1	BODILY INJURY - GL	Walking inside crosswalk and was struck and killed by a driver	\$287,638



Frequency and Severity of General Liability Claims by Member
Fiscal Year 2015-2020

Member	Frequency	Severity	Average
City of Anderson	16	\$88,719	\$5,545
City of Auburn	54	\$785,903	\$14,554
City of Colusa	33	\$357,379	\$10,830
City of Corning	23	\$104,023	\$4,523
City of Dixon	15	\$15,774	\$1,052
City of Folsom	296	\$2,442,296	\$8,251
City of Galt	51	\$418,175	\$8,200
City of Gridley	11	\$353,873	\$32,170
City of Lone	6	\$110,209	\$18,368
City of Jackson	7	\$169,955	\$24,279



Frequency and Severity of General Liability Claims by Member
Fiscal Year 2015-2020

Member	Frequency	Severity	Average
City of Lincoln	107	\$595,477	\$5,565
City of Marysville	82	\$944,529	\$11,519
City of Oroville	21	\$355,755	\$16,941
City of Red Bluff	74	\$1,069,654	\$14,455
City of Rio Vista	40	\$1,612,967	\$40,324
City of Rocklin	84	\$1,810,162	\$21,550
City of Willows	9	\$506,310	\$56,257
City of Yuba City	76	\$1,167,677	\$15,364
Town of Paradise	52	\$3,994,658	\$76,820



Liability Claim Highlights

- Cardenas v. Corning
- Alexander v. Yuba City
- Estate of McCoshum et. al. v. Yuba City
- Googooian v. Rocklin
- Bruce v. Folsom
- Carmichael v. Folsom
- Dickerson v. Marysville
- Oroville v. Supreme Court of Butte County





**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.2.

**SEDGWICK RISK CONTROL SERVICES UPDATE
INFORMATION ITEM**

ISSUE: Dave Beal will present an update on the risk control services Sedgwick has provided to NCCSIF members from January 1 through November 23, 2020. A member services report is included for review and discussion.

Focused Risk Assessments

Sedgwick staff completed the FY 19/20 Focused Risk Assessments for all members in March. Discussion will include progress made on the prior year's recommendations and setting priorities to complete deficiencies found during the assessment process.

Focused Risk Assessment Follow-up

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

- | | |
|------------------------------------|---------------------------------------|
| Risk Management Policy | Risk Management Resolution |
| Return to Work Program | Injury and illness Prevention Program |
| Vehicle Use Program | Ergonomics Program |
| Sidewalk Liability Program | Sidewalk Liability Transfer Ordinance |
| Workers' Comp Volunteer Resolution | |

Training

Due to the COVID restrictions, the ability to conduct on-site training has been limited. A regional training on temporary work zones and traffic flagger was conducted virtually in August.

Ergonomic Evaluations

Members have continued to request office ergonomic evaluations for their staff. Due to the COVID-19 restrictions, Sedgwick staff has performed these evaluations virtually.

FISCAL IMPACT: None.

RECOMMENDATION: None. This is provided as information only.

ATTACHMENTS:

1. 2019/2020 Risk Management Assessment Scorecard Summary
2. Member Services Summary Report January 1, 2020 – November 30, 2020



2019/2020 Risk Management Assessment Scorecard Summary

As of date: 3/31/20

	Risk Management Framework	Injury & Illness Prevention Program	ADA Compliance	Driver & Vehicle Use Safety	Ergonomics Injury Management	Sidewalk Liability Management	Urban Forest Management	Volunteer Risk Management	Special Events Management
Anderson	●	●	●	●	●	●	●	●	●
Auburn	●	●	●	●	●	●	●	●	●
Colusa	●	●	●	●	●	●	●	●	●
Corning	●	●	●	●	●	●	●	●	●
Dixon	●	●	●	●	●	●	●	●	●
Elk Grove	●	●	●	●	●	●	●	●	●
Folsom	●	●	●	●	●	●	●	●	●
Galt	●	●	●	●	●	●	●	●	●
Gridley	●	●	●	●	●	●	●	●	●
Ione	●	●	●	●	●	●	●	●	●
Jackson	●	●	●	●	●	●	●	●	●
Lincoln	●	●	●	●	●	●	●	●	●
Marysville	●	●	●	●	●	●	●	●	●
Nevada City*	●	●	●	●	●	●	●	●	●
Oroville	●	●	●	●	●	●	●	●	●
Paradise	●	●	●	●	●	●	●	●	●
Placerville	●	●	●	●	●	●	●	●	●
Red Bluff	●	●	●	●	●	●	●	●	●
Rio Vista	●	●	●	●	●	●	●	●	●
Rocklin	●	●	●	●	●	●	●	●	●
Willows	●	●	●	●	●	●	●	●	●
Yuba City	●	●	●	●	●	●	●	●	●

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

Implementation Level

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

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

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

Implementation Level

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

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

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

Implementation Level

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

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

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

Implementation Level

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

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

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

Implementation Level

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

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

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

Implementation Level

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

6 SIDEWALK LIABILITY MANAGEMENT

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

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

Implementation Level

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

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

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

Implementation Level

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

8 VOLUNTEER RISK MANAGEMENT

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

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

Implementation Level

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

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

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

Implementation Level

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



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Anderson, City of	Program Development Ergonomic Program	In Progress	Dave Beal
Anderson, City of	Program Development NCCSIF Risk Management Policy	Completed	Dave Beal
Anderson, City of	Program Development Return to Work Policy	In Progress	Dave Beal
Anderson, City of	Program Development Return to Work Program	Completed	Dave Beal
Anderson, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Anderson, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Anderson, City of	Program Development Risk Management Resolution	Completed	Dave Beal
Anderson, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Anderson, City of	Program Development Sidewalk Program	In Progress	Dave Beal
Anderson, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Anderson, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Anderson, City of	Program Development Vehicle Use Policy	In Progress	Dave Beal
Anderson, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Anderson, City of	Program Development Ergonomics	Completed	Dave Beal
Anderson, City of	Program Development IIPP	Completed	Dave Beal
Auburn, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Auburn, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Auburn, City of	Program Development Return to Work	In Progress	Dave Beal
Auburn, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Auburn, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Auburn, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Auburn, City of	Program Development Ergonomics	In Progress	Dave Beal
Auburn, City of	Program Development IIPP	In Progress	Dave Beal
Colusa, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Colusa, City of	Phone & E-mail Consultation Streaming Safety Video Access	Completed	Dave Beal
Corning, City of	Phone & E-mail Consultation COVID-19 Police Use of Masks	Completed	Dave Beal
Corning, City of	Program Development NCCSIF Risk Management Policy	Completed	Dave Beal
Corning, City of	Program Development Return to Work	Completed	Dave Beal
Corning, City of	Program Development Risk Management Resolution	Completed	Dave Beal
Corning, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Corning, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Corning, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Corning, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Corning, City of	Program Development Vehicle Use	In Progress	Dave Beal
Corning, City of	Program Development BBP	In Progress	Dave Beal
Corning, City of	Program Development Ergonomics	In Progress	Dave Beal
Corning, City of	Program Development Heat Illness	Completed	Dave Beal
Corning, City of	Program Development IIPP	Completed	Dave Beal
Dixon, City of	Assessment Ergonomics	Completed	Dave Beal
Dixon, City of	Assessment Ergonomics	Completed	Dave Beal
Dixon, City of	Consulting Vactor Truck PPE	Completed	Dave Beal
Dixon, City of	Consulting Safety Committee	Completed	Dave Beal
Dixon, City of	Consulting Safety Committee	Completed	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Dixon, City of	Consulting Safety Committee COVID-19	Completed	Dave Beal
Dixon, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Dixon, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Dixon, City of	Program Development IIPP	Completed	Dave Beal
Dixon, City of	Training Site Inspection	In Progress	Dave Beal
Elk Grove, City of	Consulting COVID-19 Review Covid-19 Documents	Completed	Dave Beal
Elk Grove, City of	Physical Inspection COVID-19 Site Inspection	Completed	Dave Beal
Folsom, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Assessment Ergonomics	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation FMCSA Drug & Alcohol Testing	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation Silica Program	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation Tailgate Topics	Completed	Dave Beal
Folsom, City of	Phone & E-mail Consultation Training Resources	Completed	Dave Beal
Folsom, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Folsom, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Folsom, City of	Program Development Ergonomics	In Progress	Dave Beal
Folsom, City of	Program Development IIPP	In Progress	Dave Beal
Galt, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Galt, City of	Phone & E-mail Consultation Building Emergency Exit Plans	Completed	Dave Beal
Galt, City of	Program Development Return to Work	In Progress	Dave Beal
Galt, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Galt, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Galt, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Galt, City of	Program Development Ergonomics	In Progress	Dave Beal
Gridley, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Gridley, City of	Program Development NCCSIF Risk Management Policy	In Progress	Dave Beal
Gridley, City of	Program Development Risk Management Resolution	In Progress	Dave Beal
Gridley, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Gridley, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Gridley, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Gridley, City of	Program Development Urban Forest Management Liability Transfer Ordinance	In Progress	Dave Beal
Gridley, City of	Program Development WC Volunteer Resolution	In Progress	Dave Beal
Gridley, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Gridley, City of	Program Development Ergonomics	In Progress	Dave Beal
Gridley, City of	Program Development IIPP	Completed	Dave Beal
Gridley, City of	Training Risk Management 101	In Progress	Dave Beal
Ione, City of	Program Development Return to Work	In Progress	Dave Beal
Ione, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Ione, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Ione, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Ione, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Ione, City of	Program Development Ergonomics	In Progress	Dave Beal
Jackson, City of	Phone & E-mail Consultation Risk Control Resources	Completed	Dave Beal
Jackson, City of	Phone & E-mail Consultation Training Resources	Completed	Dave Beal
Jackson, City of	Program Development NCCSIF Volunteer Resolution	In Progress	Dave Beal
Jackson, City of	Program Development Return to Work	In Progress	Dave Beal
Jackson, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Jackson, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Jackson, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Jackson, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Jackson, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Jackson, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Jackson, City of	Program Development Ergonomics	In Progress	Dave Beal
Jackson, City of	Program Development IIPP	In Progress	Dave Beal
Jackson, City of	Training Traffic Control & Flagging	In Progress	Dave Beal
Lincoln, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Lincoln, City of	Phone & E-mail Consultation BBP Training Question	Completed	Dave Beal
Lincoln, City of	Phone & E-mail Consultation COVID-19 IDORP Plan	Completed	Dave Beal
Lincoln, City of	Program Development COVID 19 IDOR Plan Review	Completed	Dave Beal
Lincoln, City of	Program Development MEWP Fall Rescue Plan	Completed	Dave Beal
Lincoln, City of	Program Development Return to Work	In Progress	Dave Beal
Lincoln, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Lincoln, City of	Program Development Risk Management Policy Ordinance	In Progress	Dave Beal



**NCCSIF Member Services Report
January 1, 2020 – November 23, 2020**

Client	Activity	Status	Staff
Lincoln, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Lincoln, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Lincoln, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Lincoln, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Lincoln, City of	Program Development Volunteer WC Benefits Resolution	In Progress	Dave Beal
Lincoln, City of	Program Development Auto, Fleet and Driver Risk	Completed	Dave Beal
Lincoln, City of	Program Development BBP	In Progress	Dave Beal
Lincoln, City of	Program Development Ergonomics	In Progress	Dave Beal
Lincoln, City of	Program Development IIPP Review of IIPP	In Progress	Dave Beal
Lincoln, City of	Training NCCSIF Risk Management 101	In Progress	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts Forklift Train-the-Trainer	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts MEWP Train-the Trainer	Completed	Dave Beal
Lincoln, City of	Training Aerial & Fork Lifts MEWP Train-the-Trainer	Completed	Dave Beal
Marysville, City of	Phone & E-mail Consultation Risk Management Policy for Financial Statements	Completed	Dave Beal
Marysville, City of	Phone & E-mail Consultation IIPP	Completed	Dave Beal
Marysville, City of	Physical Inspection Fleet Shop	In Progress	Dave Beal
Marysville, City of	Program Development Return to Work	In Progress	Dave Beal
Marysville, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Marysville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Marysville, City of	Program Development Sidewalk Liability	Completed	Dave Beal
Marysville, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Marysville, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Marysville, City of	Program Development Urban Forest Management Policy Ordinance	In Progress	Dave Beal
Marysville, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Marysville, City of	Program Development Ergonomics	In Progress	Dave Beal
Nevada City, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Nevada City, City of	Program Development Return to Work	In Progress	Dave Beal
Nevada City, City of	Program Development Ergonomics	In Progress	Dave Beal
Nevada City, City of	Program Development IIPP	In Progress	Dave Beal
Northern California Cities Self Insurance Fund	Regional Training Traffic Control & Flagging	Completed	Dave Beal
Oroville, City of	Assessment 2019/20 Focused Risk Assessment	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation Pandemic Policy	Completed	Dave Beal
Oroville, City of	Phone & E-mail Consultation Wildfire Smoke - N95 Use	Completed	Dave Beal
Oroville, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Oroville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Oroville, City of	Program Development Ergonomics	In Progress	Dave Beal
Oroville, City of	Program Development Heat Illness	In Progress	Dave Beal
Oroville, City of	Program Development IIPP	In Progress	Dave Beal
Oroville, City of	Training IIPP	In Progress	Dave Beal
Paradise, Town of	Assessment 2019/20 Focused Risk Assessment	Completed	Dave Beal
Paradise, Town of	Program Development Return to Work	In Progress	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Paradise, Town of	Program Development Risk Management Policy	In Progress	Dave Beal
Paradise, Town of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Paradise, Town of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Paradise, Town of	Program Development Urban Forest Management	In Progress	Dave Beal
Paradise, Town of	Program Development Ergonomics	In Progress	Dave Beal
Paradise, Town of	Program Development Hazard Communication	In Progress	Dave Beal
Paradise, Town of	Program Development Heat Illness	In Progress	Dave Beal
Paradise, Town of	Program Development IIPP IIPP Review	In Progress	Dave Beal
Paradise, Town of	Training Traffic Control & Flagging	In Progress	Dave Beal
Placerville, City of	Consulting Public Works Safety Requirements	Completed	Dave Beal
Placerville, City of	Consulting Risk Control Services	In Progress	Dave Beal
Placerville, City of	Program Development Return to Work	In Progress	Dave Beal
Placerville, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Placerville, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Placerville, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Placerville, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Placerville, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Placerville, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Placerville, City of	Program Development WC Volunteer Benefits Resolution	In Progress	Dave Beal
Placerville, City of	Program Development Ergonomics	In Progress	Dave Beal
Placerville, City of	Program Development IIPP IIPP Update	In Progress	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Asbestos Training	Completed	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Red Bluff, City of	Phone & E-mail Consultation COVID-19 Disinfectant Wipes	Completed	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Risk Control Services	Completed	Dave Beal
Red Bluff, City of	Phone & E-mail Consultation Wildfire Smoke Policy	Completed	Dave Beal
Red Bluff, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Red Bluff, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Red Bluff, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Red Bluff, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Red Bluff, City of	Program Development Urban Forest Liability Ordinance	In Progress	Dave Beal
Red Bluff, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Red Bluff, City of	Program Development WC Volunteer Resolution	In Progress	Dave Beal
Red Bluff, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Red Bluff, City of	Program Development Ergonomics	In Progress	Dave Beal
Rio Vista, City of	Phone & E-mail Consultation COVID-19 Reporting Requirements	Completed	Dave Beal
Rio Vista, City of	Phone & E-mail Consultation IIPP IIPP & COVID-19 Supplement	Completed	Dave Beal
Rio Vista, City of	Program Development Return to Work	In Progress	Dave Beal
Rio Vista, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Rio Vista, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Rio Vista, City of	Program Development Sidewalk Liability Ordinance	In Progress	Dave Beal
Rio Vista, City of	Program Development Sidewalk Liability Program	In Progress	Dave Beal
Rio Vista, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Rio Vista, City of	Program Development WC Volunteer Benefits Resolution	In Progress	Dave Beal
Rio Vista, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal



**NCCSIF Member Services Report
January 1, 2020 – November 23, 2020**

Client	Activity	Status	Staff
Rio Vista, City of	Program Development Ergonomics	In Progress	Dave Beal
Rio Vista, City of	Program Development IIPP IIPP Update	In Progress	Dave Beal
Rocklin, City of	Assessment NCCSIF Focused Assessment	Completed	Dave Beal
Rocklin, City of	Consulting Emergency Response Management EAP Plan	In Progress	Dave Beal
Rocklin, City of	Phone & E-mail Consultation COVID-19 IDORP	Completed	Dave Beal
Rocklin, City of	Phone & E-mail Consultation N95 Fit Testing	Completed	Dave Beal
Rocklin, City of	Phone & E-mail Consultation N95 for Wildfire Smoke	Completed	Dave Beal
Rocklin, City of	Program Development Return to Work	In Progress	Dave Beal
Rocklin, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Rocklin, City of	Program Development Emergency Response Management	In Progress	Dave Beal
Rocklin, City of	Program Development Ergonomics	In Progress	Dave Beal
Rocklin, City of	Program Development Sidewalks Sidewalk Management Program	In Progress	Dave Beal
Willows, City of	Assessment 2019/20 Focused Assessment	Completed	Dave Beal
Willows, City of	Program Development Return to Work	In Progress	Dave Beal
Willows, City of	Program Development Risk Management Policy	In Progress	Dave Beal
Willows, City of	Program Development Risk Management Policy Resolution	In Progress	Dave Beal
Willows, City of	Program Development Sidewalk Liability	In Progress	Dave Beal
Willows, City of	Program Development Sidewalk Liability Transfer Ordinance	In Progress	Dave Beal
Willows, City of	Program Development Urban Forest Management Program	In Progress	Dave Beal
Willows, City of	Program Development Urban Forest Ordinance	In Progress	Dave Beal
Willows, City of	Program Development Ergonomics	In Progress	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Corona Virus	Completed	Dave Beal



NCCSIF Member Services Report
January 1, 2020 – November 23, 2020

Client	Activity	Status	Staff
Yuba City, City of	Phone & E-mail Consultation COVID-19 Cal/OSHA Reporting	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Employee Training	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Face Masks	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Face Shields	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation COVID-19 Form 301 Provided to Union	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Face Mask Use	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Flu Shot Contract Review	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Mountain Lion Sighting Signs	Completed	Dave Beal
Yuba City, City of	Phone & E-mail Consultation Wild Fire Smoke	Completed	Dave Beal
Yuba City, City of	Program Development Urban Forest Liability Transfer Ordinance	In Progress	Dave Beal
Yuba City, City of	Program Development Urban Forest Management	In Progress	Dave Beal
Yuba City, City of	Program Development Auto, Fleet and Driver Risk	In Progress	Dave Beal
Yuba City, City of	Program Development Sidewalks	Completed	Dave Beal



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.3.

FY 20/21 RISK CONTROL SERVICE PLAN

ACTION ITEM

ISSUE: Dave Beal from Sedgwick Risk Control will provide the Risk Management Committee with the risk control service plan for the remainder of the FY 20/21 program year.

The risk control service plan is designed to provide members with assistance in complying with Cal/OSHA requirements and industry best practices. The goal is to improve employee and public safety, reduce losses, and to respond to individual member requests.

The plan includes providing three days of customized risk control services to each member. Types of services include, but are not limited to program review and development, on-site and virtual training, hazard inspections, ergonomic evaluations, and safety committee participation. Members will also have unlimited access to the Sedgwick Risk Control website, and phone and email consultation for safety and risk management related questions.

Focused Risk Assessment Action Items

Provide support for members in completing the action items that were identified in the 2019/2020 Focused Risk Assessments.

Safety Program Review and Development

Provide support in reviewing/developing Cal/OSHA required programs including but not limited to, Injury & Illness Prevention Program, Bloodborne Pathogens, Ergonomics, Emergency Action Plan, Hazard Communication, Heat Illness Prevention, Hearing Conservation, Lockout/Tagout, Personal Protective Equipment, Respiratory Protection and Workplace Violence Prevention.

COVID-19 Support

Conduct COVID-19 site inspections, review/develop Infectious Disease Outbreak Response Plans (IDORP), and review/develop Cal/OSHA required COVID-19 IIPP Supplements.

Ergonomic Evaluations

Provide office ergonomic evaluations upon request, conducted virtually at this time.

Training

Provide training on a variety of safety-related topics upon request. In-person training must follow COVID-19 safety protocols. Classes may be able to be done virtually, depending on subject matter.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.3. (continued)

Webinars

Staff is requesting feedback from the members on risk management webinar topics that may be of interest. Webinars can be provided by NCCSIF and Sedgwick staff, or from outside speakers, depending on the topic. There is no additional cost for webinars conducted by staff. There may be costs for bringing in outside speakers; however, NCCSIF has budgeted \$30,000 for this purpose.

Website Resources

Members will have unlimited access to the Sedgwick Risk Control website which contains safety publications, webinars, streaming videos, Sedgwick produced specialty videos, and sample programs, policies and forms.

FISCAL IMPACT: None - Sedgwick's role is included in their contract and NCCSIF has budgeted \$30,000 for outside training in FY 20/21.

RECOMMENDATION: Provide direction on webinar topics and feedback on planned services.

ATTACHMENTS: Sedgwick Risk Control Training Capabilities and Timing



Risk Control Training Capabilities and Timing

Topic	Can be delivered Remotely / On-Line	Has to be delivered On Site	Time Need for Remote/ On-Line Session	Time Needed for On-Site Sessions
Aerial Devices	NO	X		• Duration: 2 hr. Lecture plus 30 mins. per person
Aerosol Transmissible Diseases – Fire	X		• Duration: 1 hr.	• Duration: 1 hr. – 2 hrs.
Aerosol Transmissible Diseases – Police	X		• Duration: 1 hr.	• Duration: 1 hr. – 1.5 hrs.
Aerosol Transmissible Diseases – Zoonotics (animal control)	X		• Duration: 1 hr.	• Duration: 1.5 hrs.
Asbestos Awareness	X		• Duration: 1 hr.	• Duration: 1 hr.
Aquatics Operations	X		• Duration: 1.5 hrs.	• Duration: 1.5 hrs.
Battery Handling & Maintenance	X		• Duration: 1 hr.	• Duration: 1 hr.
Bloodborne Pathogens	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr. – 1.5 hrs.
Compressed Gas Safety	X		• Duration: 1 hr.	• Duration: 1 hr.
Confined Space Awareness	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr. – 1.5 hrs.
Confined Space Entry	No	X		• Duration: 5-6 hrs.
Crane/Hoisting Operations				



Risk Control Training Capabilities and Timing

Topic	Can be delivered Remotely / On-Line	Has to be delivered On Site	Time Need for Remote/ On-Line Session	Time Needed for On-Site Sessions
Defensive Driving (staff who drive while at work)	Lecture Only	Behind the Wheel	Without Videos <ul style="list-style-type: none"> Duration: 1 hr. With Videos <ul style="list-style-type: none"> Duration 1hrs. – 2 hrs. (with videos) 	Lecture Only <ul style="list-style-type: none"> Duration: 1hr. – 2 hrs. Behind the Wheel <ul style="list-style-type: none"> Duration: 30 mins. per participant
Drug and Alcohol for Commercial Drivers	X		<ul style="list-style-type: none"> Duration: 1 hr. 	<ul style="list-style-type: none"> Duration: 1 hr.
Drug and Alcohol Reasonable Suspicion for Supervisors	X		<ul style="list-style-type: none"> Duration: 2 hrs. 	<ul style="list-style-type: none"> Duration: 2 hrs.
Electrical Safety (General Awareness)	X		<ul style="list-style-type: none"> Duration: 1.5 hrs. 	<ul style="list-style-type: none"> Duration: 1.5 hrs.
Electrical Safety (Industrial High Voltage)				
Electrical Safety (Industrial Low Voltage)				
Emergency Action/Fire Prevention	X		<ul style="list-style-type: none"> Duration: 1 hr.- 1.5 hrs. 	<ul style="list-style-type: none"> Duration: 1 hr.- 2 hrs.
Emergency Eye Wash	X		<ul style="list-style-type: none"> Duration: 45 mins. 	<ul style="list-style-type: none"> Duration: 45 mins.
Equipment Operation Safety (department specific)	No	X		<ul style="list-style-type: none"> Duration: Depends on Equipment
Ergonomics – Office	X		<ul style="list-style-type: none"> Duration: 1 hr. 	<ul style="list-style-type: none"> Duration: 1 hr.
Ergonomics – Back Safety	X		<ul style="list-style-type: none"> Duration: 1 hr. 	<ul style="list-style-type: none"> Duration: 1 hr. BV



Risk Control Training Capabilities and Timing

Topic	Can be delivered Remotely / On-Line	Has to be delivered On Site	Time Need for Remote/ On-Line Session	Time Needed for On-Site Sessions
Excavation/Trenching/Shoring	No	X		• Duration: 2 hrs. -3 hrs.
Fall Protection	X		• Duration: 1.5 hrs.	• Duration: 2 hrs. - 3 hrs.
Fire Prevention	X		• Duration: 45 mins.	• Duration: 1 hr.
First Aid/CPR (designated staff)	NO	X		
Forklift	NO	X		• Duration: 2 hr. Lecture plus 30 mins. Per person testing
Hazard Communication (General)	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr.- 2 hrs.
Hazard Inspections	X		• Duration: 1 hr.	• Duration: 1 hr.
Hazardous Waste/HAZWOPER (Designated employees)				
Hearing Conservation	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr.
Heat Illness Prevention	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr.- 1.5 hrs.
Heavy Equipment Operations	NO	X		• Duration: 1 hr. -2 hrs.
Injury & Illness Prevention Program	X		• Duration: 1 hr.- 1.5 hrs.	• Duration: 1 hr.- 1.5 hrs.
Ladder Safety	Awareness Level Only	Practical Application	• Duration: 1 hr.	• Duration: 1.5 hrs.



Risk Control Training Capabilities and Timing

Topic	Can be delivered Remotely / On-Line	Has to be delivered On Site	Time Need for Remote/ On-Line Session	Time Needed for On-Site Sessions
Lead Awareness	X		• Duration: 1 hr.	• Duration: 1 hr.
Lockout/Tag Out	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1 hr. – 1.5 hrs.
Machine Shop Safety	No	X		• Duration: 1 hr. -2 hrs.
New Employee Safety Orientation/Specific Job Hazards	X		• Duration: 1.5 hrs.	• Duration: 1.5 hrs.
Outdoor Hazards (plants, animals, insects)	X		• Duration - .75 hrs.	• Duration - .75 hrs.
Playgrounds	Lecture Only – Virtual Inspection X	Hands-On Inspection Practice	• Duration 2 hr.:	• Duration 2 hrs. – 3 hrs.
Personal Protective Equipment Requirements (PPE)	X		• Duration: 1 hr. – 2 hrs.	• Duration: 1 hr. – 2 hrs.
Pesticide Use Safety				
Return to Work	X		• Duration: 1 hr.	• Duration: 1 hr. • Trainer: LH
Respiratory Protection	X – Awareness Only	X– for Certification	• Duration: 1 hr. – 1.5 hrs.	• Duration: 1.5 hrs. – 3 hrs.
Rigging/Hoisting				
Safety Committee		Safety Committee Start-Up	General Overview • Duration: 1 hr. – 1.5 hrs.	General Overview • Duration: 1 hr. – 1.5 hrs. Safety Committee Start-Up • Duration: 5 hrs. – 7.5 hrs.



Risk Control Training Capabilities and Timing

Topic	Can be delivered Remotely / On-Line	Has to be delivered On Site	Time Need for Remote/ On-Line Session	Time Needed for On-Site Sessions
Safety Orientation			• Duration: Varies	• Duration: Varies
Scaffold Safety	X		• Duration: 1 hr.	• Duration: 1 hr.
Standard Operating Procedures (department specific)	X		• Duration: 1.5 hrs.	• Duration: 1.5 hrs.
Supervisor Safety Training (designated employees)				
Tools – Hand & Power (department specific)	X		• Duration: 1 hr. – 2 hrs.	• Duration: 1 hr. – 2 hrs.
Traffic Control & Flagger Training	Lecture Only		• Duration: 2 hrs. – 3.5 hrs.	• Duration: 3.5 hrs. – 4 hrs.
Tree Work	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1.5 hrs.
Welding & Cutting Safety/Fire Watch/Hot Work	X		• Duration: 1 hr.	• Duration: 1 hr.
Workplace Violence	X		• Duration: 1 hr. – 1.5 hrs.	• Duration: 1.5 hrs.



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.4.

POLICE RISK MANAGEMENT COMMITTEE UPDATE

INFORMATION ITEM

ISSUE: Tom Kline from Sedgwick is providing an update on the activities of the Police Risk Management Committee (PRMC). The PRMC meetings and trainings have been well attended.

February 6, 2020 - Training was provided to help police departments better manage the requirements of AB 748, *Ting, Peace officers: video and audio recordings: disclosure* and SB1421, *Skinner, Peace Officers: release of records*. Fremont Police Captain Fred Bobbitt shared some best practices the police department had implemented to comply with the disclosure requirements for video and audio recordings found in AB 748. Captain Bobbitt also discussed the requirements for the release of peace officer records found in SB 1421. The Fremont police have a website portal to provide transparency on police activities, department policies, training materials, and agency practices.

May 7, 2020 – Discussed the Vitals platform which personalizes community policing as officers get information on their smart phone that can assist to de-escalate or resolve a situation by providing a response catered to a person’s specific needs. The development of the first marijuana breathalyzer developed by Hound Labs was also discussed. Dixon PD shared information about Frontline Public Safety Solutions which is available through a portal to the public. Citizens can make requests online for extra patrol, bike management, business checks, and vacation checks.

August 6, 2020 - Aviv Redlich, a Public Safety Solutions Specialist at Veritone presented a training titled *Using Artificial Intelligence to Decrease Response Time for Public Records Requests*. He discussed and demonstrated how artificial intelligence is helping law enforcement agencies decrease their response time to public records requests while saving valuable resources.

Reviewed with the PRMC members if the software is updated on some late model Ford Police Utility vehicles, the vehicle engine along with the cabin ventilation system can raise the interior vehicle temperatures to 133 degrees Fahrenheit for 15 minutes and then cool the vehicle back down to a normal temperature. According to Ford, this elevated temperature cycle will kill 99% of disease-causing germs in the vehicle, including coronavirus.

November 5, 2020 – Joe Levy and Charlie Celano of Embassy Consulting services provided a training titled *Human Relations and Implicit Bias for Public Safety Leadership*. Leaders who develop their communication, interpersonal and human relation skills interact more effectively with others. They also make better decisions and handle and manage conflict better. The training explored implicit bias and human relations dynamics to provide participants with tools and strategies to build and maintain a



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.4. (continued)

safe, respectful, and inclusive workplace and community. Reviewed new technology with the PRMC members including the BoloWrap Remote Restraint Device and the Grappler Pursuit Bumper.

UPCOMING TRAINING: Attorney Greg Fox will present an important training session on the new criteria for use of force, as set forth in AB392. It became law on January 1, 2020, and already several police officers have been criminally charged for exceeding its restrictions. It is also expected to lead to much more second-guessing of an officer's actions in civil cases.

CJPRMA is sponsoring one session of the training on January 7, and NorCal Cities is planning to host the training after the PRMC meeting on May 6, 2021.

CJPRMA will be hosting a webinar on "Avoiding Nuclear Verdicts: A Tough Time Calls for Tougher Legal Defense" on February 11th, 2021

RECOMMENDATION: None - information only.

BACKGROUND: NCCSIF contracts with Sedgwick to provide risk control services. Contracted services include the facilitation of the Police Risk Management Committee meetings, primarily by Tom Kline.

ATTACHMENT(S): None.



**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.5.

**WILDFIRE RISK MANAGEMENT
RESOURCES & BEST PRACTICES**

ACTION ITEM

ISSUE: Members are asked to review and provide feedback on a new risk management policy for wildfire risk management. With the continued increase in the frequency and severity of wildfires, and the decreasing insurance market for this coverage, members must take reasonable measures to identify, prioritize, and address wildfire exposures for their own properties and their communities.

Members are encouraged to learn more about wildfire risk scoring as a means to identify the most hazard-prone locations. A presentation by Core Logic regarding their methods and Wildfire Risk Score is scheduled for noon today. Other methods and risk mapping include the following UCLA site: <https://gis.ucla.edu/blog/fire-hazard-every-building-in-california-interactive-map>.

Members are also encouraged to be proactive in reaching out to the community to inspect and provide incentives or disincentives to maintain defensible space around vulnerable properties, beyond typical weed abatement programs. One excellent resource is <https://wildfirerisk.org/>, a site maintained by the US Forest Service “to help communities understand, explore, and reduce wildfire risk”. Another is the CA Fire Safe Council, <https://cafiresafecouncil.org/>, and the resources they provide at the State, County and local level, including grants and homeowner education.

Beyond these measures, members may consider additional services and/or engineering controls including exterior sprinkler systems for water, foam or other retardants. Rapid response teams are also available to assist in mitigating fire damage during emergency situation. One good example of these types of services can be found at <https://firebreakpro.com/>.

The attached set of Best Practices is meant to be a starting point for discussion and collecting the best practices from among the members to bring back to the RMC and Board in April of 2021. The Committee is asked to provide feedback and direction on this latest addition to the Best Practices and share their thoughts on additional resources the group may engage to assist in these efforts.

FISCAL IMPACT: None.

RECOMMENDATION: Review and provide feedback on the draft policy and suggested resources.

BACKGROUND: NCCSIF Members and neighboring communities have sustained catastrophic damage from wildfires over the last several years. In addition to the loss of life and property, the economic fallout includes increasingly expensive and restrictive insurance coverage.



BACK TO AGENDA

**Northern California Cities Self Insurance Fund
Risk Management Committee Meeting
December 10, 2020**

Agenda Item F.5. (continued)

ATTACHMENT(S):

DRAFT RM-18: Wildfire Risk Management
XMR Fire Services
Wildfire Risk to Communities
FireLine Mapping



RISK MANAGEMENT POLICY AND PROCEDURE #RM-18

SUBJECT: WILDFIRE RISK MANAGEMENT BEST PRACTICES

1.0 Policy

It is the policy of the Northern California Cities Self Insurance Fund (NCCSIF) to prudently manage its programs to minimize the frequency and severity of losses incurred by its members. We will achieve this by recommending members implement a risk management program that utilizes the operational best practices provided herein.

2.0 Scope

This Policy applies to all members of NCCSIF.

3.0 Objective

Provide a process to effectively identify, analyze and manage risks related to wildfires.

4.0 Criteria

The following Best Practices are used to assess member achievement in addressing the risks associated with wildfires.

Approved by Board of Directors - TBD



Wildfire Best Practices	
Wildfires are a significant risk to members, their citizens, and the surrounding communities, leading to loss of life, property, and economic vitality.	
18-1	There is an effective, written procedure in place to inspect, identify and prioritize areas that are at high risk of wildfire. The procedure includes a process for documenting reports of hazardous conditions and responding appropriately.
18-2	The City has a written process in place to notice property owners to reduce vegetation where allowed by Municipal Code.
18-3	The City has a follow-up procedure to ensure hazards have been mitigated by the property owner or other responsible party within a reasonable period.
18-4	The City participates in outreach campaigns to educate the public about wildfire risk and resources to assist them in reducing their exposure.
18-5	Emergency Response plans include wildfire response and evacuation plans/routes that are communicated and where appropriate rehearsed.
18-6	The City maintains, where feasible, an annual budget for addressing needed wildfire inspections, maintenance, and public outreach.

WILDFIRE PREVENTION CONSULTING

Wildfire Planning, Modeling, Prevention, Vegetation Management, And GIS.



Fire Modeling

Pre and post-fire computer modeling using state-of-the-art tools like FARSITE, FLAMMAP and Wind-Ninja.

[READ MORE](#)



Policy & Planning

Development and wildfire planning policy to mitigate hazards while protect communities and the environment.

[READ MORE](#)



Hazard Mitigation

We develop and execute plans for vegetation management, structural hazard mitigation, and community risk reduction.

[READ MORE](#)

Wildfire Prevention and Fire Safe Council Consulting

The western United States has a serious and growing problem with fires in the Wildland Urban Interface (WUI). More than 12 million homes are located in 7.8 million acres identified as WUI in California alone. The WUI fire issue will become even more serious with the California's population expected to grow from 28 million to 50 million people by 2050.

Let **XMR Fire's** forestry and wildfire experts develop your community or agency wildfire prevention plan today.

While public debate often focuses on increased spending for wildfire suppression - more aircraft, more personnel, and more firefighting equipment - time and experience has proven that wildfire prevention planning is more effective and far less costly than suppression.

Wildfire prevention is less expensive and more effective than ever before. Sophisticated technology such as GIS, satellite fuels mapping, geospatial fire behavior modeling, and hazard inspection databases let wildfire experts and urban foresters like **XMR Fire Consulting** analyze the physical nature of a potential fire using detailed data about the fire and fuels environment. A precise plan can be developed that includes environmentally sensitive vegetation thinning techniques to reduce fuel sources while preserving habitat and managing strategies for effectively responding to wildfire emergencies.

Striking the right balance between suppression and prevention offers the best hope for minimizing the wildfire threat. **XMR Fire** employs dedicated wildfire experts, with decades of wildland firefighting, urban forestry, GIS, and fuels management experience who utilize a variety of advanced spatial applications, custom databases, and forestry field analysis tools to develop wildfire hazard assessments, Community Wildfire Protection Plans, and wildfire prevention plans. With extensive experience in wildfire suppression and urban forestry, **XMR Fire** has helped numerous fire agencies, fire safe councils, landowners, and businesses develop wildfire prevention and vegetation management plans across the western US.



Todd Lando of XMR Fire discusses wildfire policy with Congressman Jared Huffman and Businessman Tom Steyer October 16, 2017 at Coffey Park, Santa Rosa.

safe councils, landowners, and businesses develop wildfire prevention and vegetation management plans across the western US.

Our Services

- Residential and Commercial Vegetation Management Plans
- Wildfire GIS analysis
- Community Wildfire Protection Plans
- Firewise Community assessment, applications, and consultations
- Aerial and drone photography for pre and post fire analysis and mapping
- Forest health analysis, urban forestry
- Defensible Space Planning
- Wildfire Prevention Grant writing
- Wildfire Prevention Grant management
- Fire Safe Council management

Our Services for Fire Safe Council and Fire Agencies

- Public/Guest Speaking
- Public Education and PR Programs
- Program Management
- Grant writing
- Grant Management
- Nonprofit Management
- Vegetation Management Planning and Project Review

Wildfire Prevention Clients and Partners

- Kentfield Fire Protection District
- Central Marin Fire Department
- Ross Valley Fire Department
- Sleepy Hollow Fire Protection District
- Southern Marin Fire Protection District
- Bolinas Fire Protection District
- FIRE SAFE San Mateo County
- FIRESafe MARIN
- County of Marin
- Lake Valley Fire Protection District



WILDFIRE RISK TO COMMUNITIES



UNDERSTAND



EXPLORE



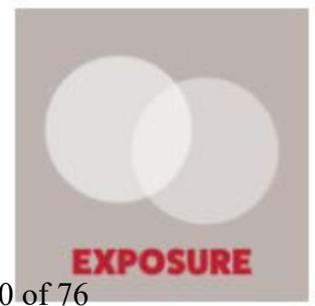
REDUCE



Understand Risk

Wildfire risk is based on several factors: likelihood, intensity, exposure, and susceptibility. Understanding which factors affect your community can help you prioritize risk reduction activities.

A community's wildfire risk is the combination of likelihood and intensity (together called "hazard") and exposure and susceptibility (together called "vulnerability").





LAND USE PLANNING

Land Use Planning

Direct how communities develop with plans and regulations in wildfire-prone areas.

[About](#) | [Community Tools](#) | [Research & Science](#)

Land use planning can affect intensity, exposure, and susceptibility. [Explore](#) your community's risk.



LIKELIHOOD



INTENSITY



EXPOSURE



SUSCEPTIBILITY



Reduce Risk

Communities can take steps to reduce and manage risk and become better fire-adapted. Find tools and resources to help mitigate wildfire risk in your community.



LAND USE PLANNING

Land Use Planning

Direct how communities develop with plans and regulations in wildfire-prone areas.

[READ MORE>>](#)



WILDFIRE PREPAREDNESS

Wildfire Preparedness

Be ready for wildfires with community alerts, evacuation routes, and family plans.

[READ MORE>>](#)



COMMUNITY HEALTH

Community Health

Address the physical, social, and economic well-being of people in the community.

[READ MORE>>](#)



Wildfire Prevention

Reduce ignitions from campfires, debris burning, vehicles, and other sources.

[READ MORE>>](#)

<https://wildfirerisk.org/reduce-risk/>

7/11



Wildfire Response

Manage and fight wildfires to protect lives, communities, and resources.

[READ MORE>>](#)

<https://wildfirerisk.org/reduce-risk/>

8/11



Fuel Treatments

Cut, thin, burn, or otherwise reduce flammable vegetation on the landscape.

[READ MORE>>](#)

<https://wildfirerisk.org/reduce-risk/>

9/11



Post-Fire Recovery

Stabilize and restore the landscape and community following a wildfire event.

[READ MORE>>](#)

Stay informed about Wildfire Risk to Communities. [UPDATES](#)



Copyright © 2020 - Wildfire Risk to Communities - All Rights Reserved
USDA is an equal opportunity provider, employer, and lender. This website may not contain up-to-date or complete information. Users may do their own research and need to make their own decisions. (Non-Discrimination Statement)

USDA FOREST SERVICE

<https://wildfirerisk.org/reduce-risk/>

10/11



Copyright © 2020 - Wildfire Risk to Communities - All Rights Reserved
USDA is an equal opportunity provider, employer, and lender. This website may not contain up-to-date or complete information. Users may do their own research and need to make their own decisions. (Non-Discrimination Statement)

USDA FOREST SERVICE

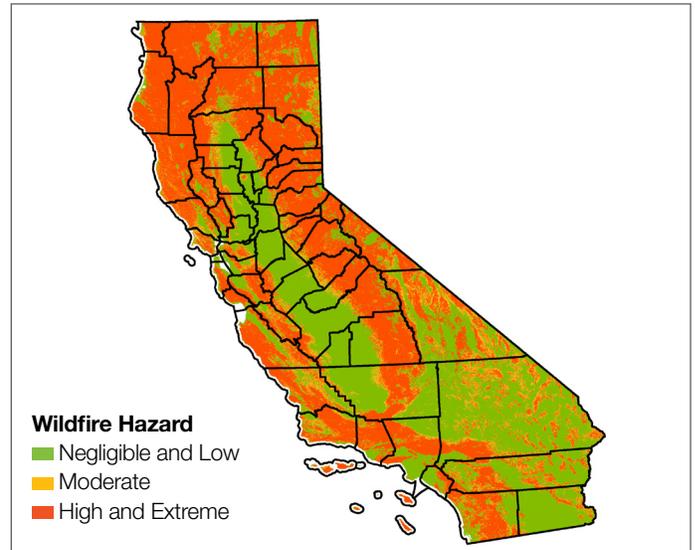
<https://wildfirerisk.org/reduce-risk/>

11/11

FireLine® State Risk Report—California

Wildfire Risk at a Glance	
Number of Housing Units ¹	13,680,100
Number and Percentage of Housing Units at High and Extreme Risk	2,054,900 15%
Largest Insured Wildfire Loss ²	\$14 billion (2017)
Number of Acres Burned in 2019 ³	259,100
Largest Historical Wildfire ³	Mendocino Complex (2018) 459,100 acres burned

Sources: 1. U.S. 2010 Census, 2. PCS®, 3. National Interagency Fire Center (NIFC)



According to U.S. Census data, California has 13,680,100 housing units. The following is a breakdown of the percentage and number of housing units broken out into the low, moderate, and high wildfire risk categories.

Negligible and Low		Moderate		High and Extreme	
Percentage	Number	Percentage	Number	Percentage	Number
73%	9,972,100	12%	1,653,100	15%	2,054,900

Top five counties by number of housing units in high and extreme wildfire risk categories	
Los Angeles	437,300
San Diego	252,500
San Bernardino	114,200
Riverside	80,600
Alameda	79,500

Top five counties by highest concentration of housing units in high and extreme wildfire risk categories	
Alpine	89%
Trinity	82%
Tuolumne	81%
Mariposa	79%
Nevada	76%

The data compiled in this report is only an indication of risk. All figures are rounded. Actual risk for an insurer depends on the location of the individual property and its wildfire risk attributes. For underwriting purposes, FireLine® provides a wildfire hazard score ranging from 0 (negligible) to 30 (extreme) for each property analyzed.

The numbers of housing units indicated above are derived from the latest information on address locations and existing U.S. Census information.

FireLine evaluates wildfire risk at the address level. The service uses advanced remote sensing and digital mapping technology to assess the primary factors that contribute to wildfire risk—fuel, slope, and road access—to determine the wildfire hazard score.

For more information on FireLine, call 1-855-859-8775 or visit verisk.com/wildfire.



© 2020 Insurance Services Office, Inc. Verisk Analytics, the Verisk Analytics logo, LOCATION, and FireLine are registered trademarks and Verisk and the Verisk logo are trademarks of Insurance Services Office, Inc. PCS is a registered trademark of ISO Services, Inc. All other product or corporate names are trademarks or registered trademarks of their respective companies. is20096 (7/20)



Manage wildfire risk at the address level

Wildfire “seasons” are now year-long

Wildfires are a growing source of devastating damage and insurance losses, given the continued development of homes and businesses in wildland-urban interface (WUI) and intermix WUI areas.

Climate change may play a role in the increasing number of wildfires. Rising temperatures and more intense droughts will accelerate the risk of wildfires in America’s West, according to leading global researchers, including scientists at Verisk.

Data has also linked large wildfires to early spring snow-melt in mountainous regions, which extends the dry season—providing greater opportunities for wildfire. All of those factors, coupled with rapid expansion of the wildland-urban interface, raise the risk of loss.

Constant innovation keeps insurers ahead of wildfire risk

It takes an extremely rich ecosystem of diverse, large-scale data and analytics as well as scientific methods to fully characterize wildfire risk. Location-specific characteristics (fuel, slope, and access) of the environment in which properties are situated play a significant role in determining the level of exposure to wildfire hazard. In this respect, wildfires are unlike other catastrophe perils. By knowing how these risk attributes affect each location, you can align exposure to your risk tolerance.

FireLine® provides detailed, current information to analyze wildfire risk down to the individual address for:

- **underwriting**—an objective score to inform eligibility criteria and automate decision making
- **pricing**—rates based on FireLine filed with state regulators and ready to use
- **risk appetite**—ability to measure wildfire risk in a geographic area against your company’s tolerance
- **inspections**—determining the need for on-site visits



Leading with science and technology

FireLine assesses wildfire risk at the address level using advanced remote sensing and digital mapping technology to determine the effect of the three primary factors that contribute to wildfire risk:

- **fuel**—grass, trees, and dense brush feed a wildfire
- **slope**—steeper slopes can increase the speed and intensity of wildfire
- **access**—limited road access and dead ends can impede firefighting equipment

FireLine uses custom geospatial algorithms to provide a score for each factor plus a cumulative risk score based on a scale of 0–30.

FireLine identifies California properties located in Special Hazard Interface Areas—risks exposed to wind-borne embers from Santa Ana type wind patterns. In addition, Special Hazard Zones are available throughout the western United States. These zones identify other wildfire-related hazards such as smoke and ash damage, expenses related to evacuation orders, and business interruption.

Additional analytics are available, such as mitigation information and historical wildfire activity.

FireLine is available in 13 states and Western Canada:

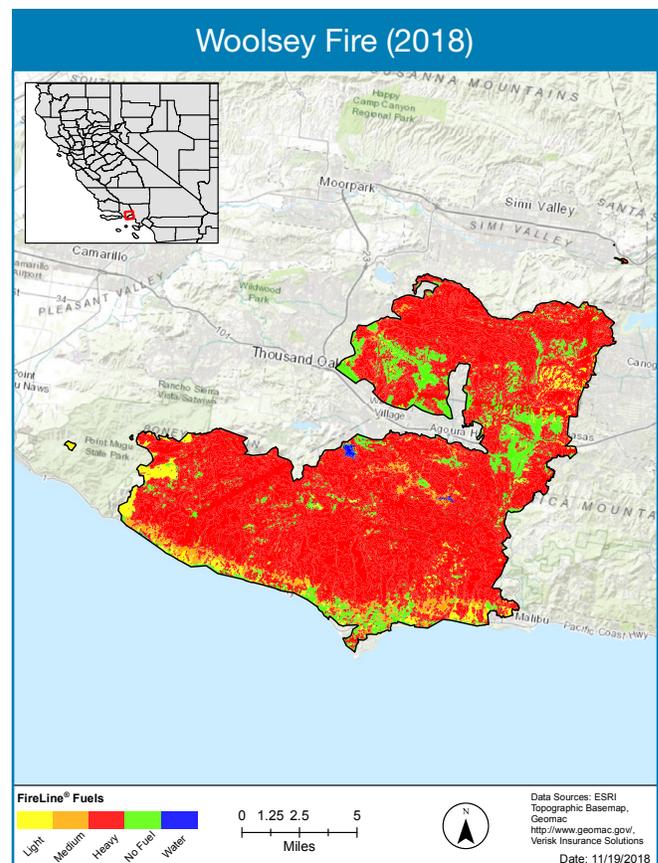
- Alberta
- Arizona
- British Columbia
- California
- Colorado
- Idaho
- Montana
- Nevada
- New Mexico
- Oklahoma
- Oregon
- Texas
- Utah
- Washington
- Wyoming

Flexible delivery methods

Delivery methods adapt to your business operations, systems environment, and requirements, integrating the information into your rating, policywriting, or consumer quoting system.

Access FireLine:

- as geospatial content for use in your own GIS system in ESRI, MapInfo, or other standard GIS formats
- in your data center as a database, with updates delivered through secure electronic transfer
- online through your browser
- by connecting to Verisk using a web service API
- as a batch delivery
- through Verisk platforms: ISO Passport®, LOCATION®, and ProMetrix®



 verisk.com/Wildfire  1-800-888-4476

