



**Nevada Public Agency Insurance Pool  
Public Agency Compensation Trust**  
201 S. Roop Street, Suite 102  
Carson City, NV 89701-4779  
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**Minutes of Meeting of the Loss Control Committee of  
Nevada Public Agency Insurance Pool and Public Agency Compensation Trust  
Date: Tuesday, March 21, 2017  
Time: 10:00 A.M.  
Place: POOL/PACT Offices  
201 S. Roop St. Carson City, NV 89701  
CONFERENCE CALL-IN # 1-800-351-4899, Passcode: MikeR**

**1. Roll**

Members Present: Cash Minor, Ann Wiswell, Bob Spellberg, Geof Stark, Steve West, Dan Murphy, Darren Wagner  
Members Absent: Bryce Boldt, John Dollar  
Others Present: Mike Rebaleati, Wayne Carlson, Shani Dues, Sheriff Rick Adams, Undersheriff Bill Ferguson, (Mineral County), Zaria Hanses, Marshall Smith

**2. Public Comment**

Chair Minor opened Public comment and hearing none, closed the public comment period.

**3. For Possible Action:** Approval of Minutes of Committee Meeting of December 9, 2016.

On motion and second to approve the minutes, the motion carried.

**4. For Discussion:** Shani Dues (Lyon County School District), to present review and summary of Lyon County December 2016 lock-out incident.

Shani Dues summarized an event occurring in December 2016. She related that because of the information and training provided by Jeff Kaye (Safe School Operations) and the completed Hazard Vulnerability Assessment, District personnel, in coordination with law enforcement were able to quickly respond to the facts and transformed the initial lock-down to a lock-out situation. All personnel worked well together and the management of information assisted in resolving the matter efficiently. She indicated that the principals' secretaries were of great assistance as well.

**5. For Discussion:** Discussion of whether Pool/Pact should continue funding of BLR OSHA 30 and OSHA 10 courses.

Staff indicated the costs associated with the on-line BLR training courses: OSHA 30 (under \$200 per person) and OSHA 10 (under \$100 per person), were very helpful for more remote members. WILLIS trainers remain ready to conduct live training when there are 15 to 20 students available for training.

6. **For Discussion:** Discussion of whether Pool/Pact should augment its learning management system with BLR (general courses, i.e. Confined Spaces, Crane Operators) and TargetSolutions (specific courses for Fire/EMS).

Staff reviewed the new active shooter courses available to members through ELearning portal and information relating to other courses available through BLR and TargetSolutions.

7. **For Discussion:** Discussion of whether Pool/Pact should provide ELearning courses in Spanish.

The Committee discussed the need for training to be provided in Spanish. As this was the first such request for training, the Committee will continue to monitor the need for such training, particularly for safety courses.

8. **For Discussion:** Discussion re PP Risk management grants:
- Whether PP Risk Management Grants of less than \$10,000.00 should require 25% matching funds from applicant to conform with grants requests of more than \$10,000.00.
  - Whether grants for Stryker equipment could include cost of preventative maintenance service contracts.

Staff presented issues relating to whether the Risk Management Program should be re-evaluated and re-structured with new guidelines. The Committee discussed the need for evaluation and changes, including whether to continue funding Stryker Equipment to be placed on agenda of next Committee meeting.

9. **For Discussion:** Discussion of whether Pool/Pact should provide funding to members to address costs associated with software limited to enhanced cyber security. Currently, the only software grants accepted are dispatch software for law enforcement, fire, and EMS.

Mike Rebaleati explained that cyber security threats and data security can be achieved primarily through software. Further discussion relating to allowing cyber security related software will be placed on the next agenda for further discussion and possible action.

10. **For Discussion:** Discussion of whether LCC staff should work with Mike Van Houten to write and produce ELearning course regarding Nevada Heart/Lung requirements for fire and law enforcement agencies to use as training and clarification. NAC 617.080-090, NRS 617.455-457.

Staff presented information to the Committee regarding the need to provide more information to fire and law enforcement members relating to the policies, benefits, and application of Nevada's Heart/Lung statutory requirements. The Committee requested that additional information be presented to the Committee during the next meeting for discussion and possible action, including a draft ELearning course.

11. **For Discussion:** Discussion of whether Pool/Pact should offer to pay membership dues to the Sierra Nevada Chapter of the American Association of Safety Engineers, a national organization designed to promote the growth and the development of the safety professional. Currently there are chapters in Carson, Churchill, Douglas, Elko, Eureka, and Humboldt, Lander, Lyon, Mineral, Pershing, Storey, and Washoe counties. Annual dues are approximately \$175.00 per member. Pool/Pact Currently covers PRIMA membership at a cost of approximately \$385.00 per year per member.

Ann Wiswell provided information to the Committee regarding the benefits of supporting the Sierra Chapter of the ASSE. The matter will be put on the next agenda for discussion and possible action.

- 12. For Discussion:** Discussion of whether Pool/Pact should host Rural Domestic Preparedness Consortium (RDPC): Crisis Management for School-Based Incidents – Partnering Rural Law Enforcement, First Responders, and Local School Systems course (8 Hours). There is no charge - requires only providing adequate site location. Requires minimum of 20 participants.

Staff provided an overview of the RDPC programs and possible benefits to members in conjunction with Safe School Operation training.

- 13. For Discussion:** Review of Risk Management Grants approved and/or funded since September 1, 2016:
  - a. Educational Grants..... Est. \$ 24,117.70
  - b. RM Grants of less than \$10,000.... Est. \$ 18,168.10
  - c. RM Grants more than \$10,000..... Est. \$ 338,629.47

The Committee will continue to review, discuss, and consider restructuring the Risk Management Grant Program at the next regular Committee meeting in connection with agenda item 8.

- 14. For Possible Action:** At the December 9, 2016 LCC meeting Mike Rebaleati reviewed the Loss Control Excellence Program. Mike indicated that there has been a reduction in the number of members who have participated in the LCEP and perhaps increasing the award amounts may be in order. He also related that Pat Irwin had provided an outline for developing procedures relating to a Loss Control Excellence Program for volunteer fire departments. A motion was made to place the information for developing a LCEP for volunteer fire departments on the next meeting’s agenda. The motion was seconded and approved.

The Committee discussed whether a program should be a component of the overall member LCEP. On motion and second to table establishing a sub-entity LCEP competent, the motion carried.

- 15. For Possible Action:** Discussion and consideration of whether the LCC wants to present and sponsor a Risk Management seminar in 2017.

The Committee discussed the numerous other risk management and related trainings sponsored by Pool/Pact, and on motion and second a decision was made not to sponsor a Risk Management Seminar in 2017, the motion carried.

- 16. For Possible Action:** Consideration and approval of offering additional (2) Risk Management Educational Grants to member school districts for attendance at International Safety School Safety Institute Conference: October 11-12, 2017. The cost to Pool/Pact members is \$450 for the three day conference.

The Committee discussed whether the two additional grants should be identified as “scholarships” instead of grants for administrative and accounting reasons. On motion and second, two additional scholarships would be made available to each member to attend the conference, the motion carried.

**17. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Mineral County (Sheriff's Office) for replacement of dumb-waiter. Total: \$24,850, PP: \$18,638; Member: \$6,212. (Note: Sheriff Adams and Undersheriff Ferguson will be present to address the Loss Control Committee).

Sheriff Adams and Undersheriff Ferguson presented information in support of the need for replacement of the dumb-waiter and informed the Committee that future maintenance and inspection costs would be borne by Mineral County. After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$18,638.00.

**18. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Mineral County (Parks and Recreation) for swimming pool electrical retrofit, grounding, and bonding. Total: \$39,000; PP: \$29,250, Member: Mineral County: \$5,750, Parks and Recreation (PIK): \$1,000, Hawthorne Public Utilities (PIK) \$4,000.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$29,250.00

**19. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by East Fork FPD for (2) Stryker PowerLoads. Total: \$42,606.00; PP: \$31,954.50; Member: \$10,651.50.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$31,954.50. One member voted nay, Bob Spellberg abstained.

**20. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Eureka County for Cyber Security Software. Total: \$16,351.90; PP: \$12,263.93; Member Amount: Cash \$2,736.08 and PIK: \$1,351.90.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$12,263.93.

**21. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Eureka County for (1) PowerCot and (1) PowerLoad. Total \$37,752.16; PP: \$28,314.12, Member Amount: \$9,438.04.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$28,314.12. One member voted nay.

**22. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Mason Valley Fire Protection District for Stryker (1) PowerLoad and (1) PowerCot. Total \$: \$37,392; PP: \$28,044; Member: \$9,348.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$28,044.00. One member voted nay.

**23. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Carson City School District for Security Cameras. Total: \$666,440.88; PP: \$119,000; Member Amount: \$547,000.

Ann Wiswell presented additional information relating to this grant application. She indicated that she confirmed with the District will bear all upkeep and future costs and the District would not apply for a risk management grant for three years. After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$119,000.00. Ann Wiswell abstained from this vote.

- 24. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by North Lyon County Fire Protection District for Emergency Dispatch software (Spillman). Total: \$62,917; PP: 50,333.60, Member: \$15,729.25 (\$3,932.30 from Lyon, Mason, Central, and Smith Valley).

After discussion, a motion was made to table the item to allow North Lyon County Fire Protection District to present additional information at the next Loss Control Committee meeting. The motion was seconded and approved.

- 25. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Pahrangat Valley Fire Protection District for Stryker (1) PowerLoad (1) PowerCot, (1) Chair System. Total: \$43,143; PP: \$32,357.25; Member; \$10,785.75.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$32,357.25. One member voted nay.

- 26. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Smith Valley Fire Protection District for (1) PowerLoad. Total: \$24,215.16; PP: \$18,161.37; Member: \$6,053.79.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$18,161.37. One member voted nay.

- 27. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Tahoe Fire Protection District for Stryker (1) PowerLoad. Total: \$35,242; PP: \$26,431.50; Member: \$8,810.50.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$26,431.50. One member voted nay.

- 28. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Town of Tonopah for replacement of municipal park playground equipment. Total: \$103,969.00; PP: \$77,976.80; Member: \$25,992.26.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$77,976.80.

- 29. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Town of Pahrump for Stryker (4) PowerPro Cots. Total: \$93,396; PP: \$70,047; Member: \$23,349.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$70,047.00. Two members voted nay.

- 30. For Possible Action:** Consideration and approval of Risk Management Grant Application submitted by Washoe County Fire Suppression for Stryker (1) PowerPro. Total: \$37,162.00; PP: \$27,871.50; Member: \$9,290.50.

After discussion a motion was made, seconded, and approved for Pool/Pact funding in the amount of \$27,871.50. One member voted nay.

- 31. For Possible Action: Adjournment**

After discussion a motion was made, seconded, and approved.

**These Minutes were posted at the following locations and at [notice.nv.gov](http://notice.nv.gov):**

**NPAIP/PACT  
201 S. Roop Street, Suite 102  
Carson City, NV 89701**

**Carson City Courthouse  
885 E. Musser Street  
Carson City, NV 89701**

**Eureka County Courthouse  
10 S. Main Street  
Eureka, NV 89316**

**Churchill County Admin Complex  
155 North Taylor Street  
Fallon, NV 89406**

**NOTICE TO PERSONS WITH DISABILITIES**

**Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Nevada Public Agency Insurance Pool or Public Agency Compensation Trust in writing at 201 S. Roop Street, Suite 102, Carson City, NV 89701-4779, or by calling (775) 885-7475 at least three working days prior to the meeting**