



Nevada Public Agency Insurance Pool
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**Minutes of Meeting of
Loss Control Committee of
Nevada Public Agency Insurance Pool and
Public Agency Compensation Trust
Date: February 10, 2015**

1. Roll

The meeting was called to order by Chairman Cash Minor at 1:00 p.m. Ann Wiswell confirmed that a quorum was present.

Members present: Cash Minor (Elko County), John Dollar (Incline Village GID), Bryce Boldt (City of Boulder City), Bob Spellberg (Gardnerville Ranchos GID), Norma Santoyo (Douglas County), Darren Wagner (City of Yerington), Gina Mendez (City of Mesquite), Dan Murphy (Pershing County School District)

Others present: Ann Wiswell, Donna Squires, Mike Livermore, Rick Hudson, Josh Wilson, Wayne Carlson, Mel Iida

2. Public Comment

None

3. For Possible Action: Approval of Minutes of Committee Meeting of October 9, 2014
Upon motion and second, the minute were approved.

4. For Possible Action: Review of Mission Statement, Committee Membership
Upon motion and second, the existing mission statement was reviewed and approved for the Strategic Plan Years 2015-2018. Voting committee members were reviewed; new voting committee member John Dollar of Incline Village General Improvement District was welcomed to the committee.

5. For Possible Action: Review of POOL/PACT Loss Trends
Donna Squires reviewed POOL loss trends with the committee with a special focus on the impact of our aging infrastructure. As the building stock within the risk pool continues to age property claims are becoming more complex, sometimes involving asbestos and/or mold abatement. Local ordinances and ADA requirements also impact the total cost of these claims. The Automobile BI/PD line is being impacted somewhat by a frequency of backing accidents; whether the member is backing into their own vehicle, a third party's vehicle or a stationary

object, backing incidents are on the rise. Further claims data analysis will be done to determine if this is isolated to a few members or a particular type of operation.

Mike Livermore reviewed PACT loss trends with the committee and emphasized the impact of the aging workforce. Shoulder, back and knee injuries continue to dominate the landscape. The heart /lung experience was also reviewed.

6. For Possible Action: Review and Revise Existing Loss Control Strategies:

The three year strategic plan places emphasis on these areas of focus:

- OSHA and ADA Compliance
- E-Learning program development
- Emergency Planning
- Continued focus on enhancing POOL/PACT member communication
- Claims Analysis
- Wellness/Body Mechanics
- Auto/Driver Safety training
- Cyber Risk Awareness
- LCEP Administration
- Grant Program Administration

The committee will continue to explore new products and services that can be delivered to the membership to assist in each of these areas. Nineteen new e-learning courses are coming online in 2015. Efforts are being coordinated with the Department of Education to assist in Emergency Planning for School Districts. A new email newsletter has been developed titled “Spark” to assist member administrators in the utilization of the Torch learning management system. LMS, Torch. Special emphasis will be placed on the healthcare sector with regard to development of Wellness and Body Mechanics programs and services over the next three years. The committee viewed a video taken of the Elko County SkidCar and discussed the ongoing efforts to continue support of the three SkidCar frames located in Elko County, Boulder City and Nye County. Resources targeted at Cyber Security exposures will continue to be expanded.

Members continue to take advantage of the Loss Control Excellence Program and the feedback regarding the electronic survey has been positive. There was discussion of adding a section on network security and this will be further evaluated for incorporation into the program survey for 2016.

Upon motion and second, the committee directed staff to revise the Risk Management Grant Program guidelines to limit grant submissions to two annual submission dates and separate the training grants to allow for ongoing submissions throughout the year.

7. For Possible Action: Discussion and Consideration of Potential New Programs & Services:

- OSHA Record Keeping & Reporting Compliance Guide
- Internal Fraud Prevention Program
- HILT Injury Prevention Device

- Canine Injury Prevention Program
- Cyber Security Services

The committee reviewed OSHA compliance materials created for general industry and agreed that reference materials created specifically for Nevada public entities would be preamble. Staff will research the scope of the project and report back at a later meeting.

Staff reported that a new blended learning course would be developed with the assistance of CPA Michael Bertrand and Churchill County Comptroller, Alan Kalt. Vector Instructional Design will create the course materials.

Josh Wilson and Risk Hudson provided a demonstration of an injury prevention tool called the HILT (Human Injury Limiting Tool). This device would nicely compliment the Stryker products that were deployed three years ago by further reducing injuries involved with cot lifting. Staff will present a formal pricing proposal at a future meeting.

The committee discussed resources available to lower the frequency of dog bite attacks. These attacks affect not only animal control but law enforcement and utility workers as well. Staff will present more options at a future meeting.

For Possible Action: Discussion Regarding POOL/PACT Risk Management Seminar and School Safety Seminar Day

Upon motion and second, the committee directed staff to begin planning a Risk Management Symposium to be held in May 2016.

8. For Possible Action: Discussion Regarding Loss Control Excellence Program. Members to requalify in 2013-14:

- City of Carlin; expired 2012-13,
- City of Elko
- Elko County
- Eureka County
- Humboldt County; expired 2012-13
- Nevada Rural Housing Authority
- Storey County; expired 2012-13

9. Public Comment

none

10. For Possible Action: Adjournment

Upon motion and second the meeting was adjourned.