



**Nevada Public Agency Insurance Pool
Public Agency Compensation Trust**
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**Minutes of Meeting of
Loss Control Committee of
Nevada Public Agency Insurance Pool and
Public Agency Compensation Trust
Date: March 8, 2012**

1. Roll

The meeting was called to order by Chairman Cash Minor at 1:30 p.m. Ann Wiswell confirmed that a quorum was present.

Members present: Chairman Cash Minor (Elko County), Shannon Gardner (Storey County), Mike Callahan (City of Mesquite), Bob Spellberg (Gardnerville Ranchos GID), Kevin Curnes (Carson City School District), Susan Johnson (Incline Village General Improvement District), Jan Archuleta (Eureka County)

Others present: Ann Wiswell, Gina Steinman, Chris Van Aken, Mel Iida, Doug Smith

2. Public Comment:

none

3. For Possible Action: Approval of Minutes of Committee Meeting of January 24, 2012

Upon motion and second the minutes were approved.

4. For Possible Action: Staff Reports:

a. PRIMA Conference

Ann Wiswell reported that the PRIMA Conference would be well attended with 109 attendees registered to date. People from Human Resources, Safety, Risk Management, and Transportation were all encouraged to attend.

5. For Possible Action: Consideration and Approval of Douglas County School District Risk Management Grant Application

Gina Steinman explained that as an effort to improve safety at all Douglas County Schools the district has endeavored to replace all interior locks so that teachers may lock down their classrooms from the inside of the classroom. The total cost for this project is approximately \$800,000. The district applied for a \$14,000 grant to cover expenses for the lock project. The district is covering all other expenses.

6. For Possible Action: Consideration and Approval of Stryker Grant Fund

Ann Wiswell presented information on Stryker EMS safety products and suggested that the committee allocate a portion of the existing grant program funds for this particular safety equipment. Chris Van Aken from Stryker gave a demonstration of the equipment which includes the Power Pro hydraulic cot, the Stair Chair and the Power Load cot transfer system. These three products are statistically proven to reduce injuries caused from patient lifting during transport. Upon motion and second the committee approved allocating \$250,000 of Risk Management Grant funding from the 2011-12 fiscal year and \$250,000 from the 2012-13 fiscal year for a total of \$500,000 in grant funding for Stryker products. The grant funds would be made available in 2012 only. A separate Stryker grant fund application will be developed and the application deadline will be July 31, 2012. Funding determination will be made by the committee by August 31, 2012. Funding will be available for one cot, chair and power load system for each EMS entity. Funds will also be available to all non-transport entities for up to three stair chairs. Grant applicants will provide a 50% match. The committee will award excess funding to EMS agencies for additional equipment based on size of territory and population served.

7. For Possible Action: Consideration and Approval of Loss Control Excellence Program Revisions

Ann Wiswell reported on the progress made to the Loss Control Excellence Program revisions. She recommended an online survey product called Survey Gizmo to administer the program going forward. The annual subscription cost of Survey Gizmo is \$600.00. Upon motion and second the committee approved the purchase of the Survey Gizmo software application. The new Loss Control Excellence Surveys will be sent to the member entities in April 2012.

8. For Possible Action: Consideration and Approval of Risk Management Grant Program Administration Guidelines

The committee reviewed the current guidelines for the Risk Management Grant Program and determined a few changes were in order. Upon motion and second, the committee voted to require a 50% match on all grant funding for property risk related measures, a 25% match for OSHA compliance related measures and personal protective equipment, and 100% funding for all training grants with a \$2000.00 per person limit. The committee also directed staff to research member contribution levels and suggest a rolling three year limit on total grant funds available to each member based on a percentage of contribution and/or a cap limit, such limit to be discussed further at the next committee meeting.

9. For Possible Action: Consideration and Approval of Loss Control Committee Strategic Plan

The Strategic Plan for years 2009-2012 expires 7/1/2012. The committee developed a new plan for the period 2012-2015. Plan initiatives remained consistent with years past, to include the following:

- OSHA and ADA Compliance
- E-Learning curriculum development
- Emergency Planning
- Continued focus on enhancing POOL/PACT member communication
- Claims Analysis/Benchmarking
- Wellness/Body Mechanics
- Auto/Driver Safety training

- LCEP Administration
- Grant Program Administration

The Committee determined that sufficient research had been completed on Formalized Injury Management Programs. Implementation of a mandatory PACT-wide program would require a concerted effort on the part of ASC, POOL/PACT Human Resources and administration. As such, the committee voted to refer this initiative to the Executive Committee for further discussion and possible action.

10. Public Comment

none

11. For Possible Action: Adjournment

Upon motion and second the meeting was adjourned.