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**Minutes of Meeting of  
Loss Control Committee of  
Nevada Public Agency Insurance Pool and  
Public Agency Compensation Trust  
Date: July 17, 2009**

**1. Roll**

The meeting was called to order by Chairman Cash Minor at 10:30 a.m. Ann Wiswell confirmed that a quorum was present.

- Members present: Chairman Cash Minor (Elko County), Roy McDonald (City of Yerington), Bob Spellberg (Rancho Gardnerville GID), Mike Pennacchio (IVGID), Geoff Stark (Churchill County), Tim Inch (City of Boulder City), Eric Guevin (Storey County), C.J. Manthe (Nevada Rural Housing Authority)
- Ex-Officio Members and others present: Ann Wiswell, Rick Hudson, Craig Buchholz, Josh Wilson

**2. Action Item: Approval of Minutes of Committee Meeting of April 28, 2009**

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

**3. Action Item: Consideration and Approval of Risk Management Grant Application submitted by Pershing County**

Upon motion and second to approve the continuation awards were approved.

**4. Action Item: Staff Reports**

- a. Risk Management Grant Program
- b. Loss Control Excellence Program
- c. Emergency Planning Table Top Exercises
- d. Respirator Fit Testing Program
- e. MSDS Online
- f. ASSE Conference
- g. POOL/PACT-PRIMA Risk Management Conference

Ann Wiswell reported that since the last meeting of the committee, a grant had been approved for Sun Valley General Improvement District in the amount of \$ 8225.00 to

assist in the installation of ADA compliant entry doors. A grant was also approved for the Pershing County School District in the amount of \$7,968.80 to fund the installation of four Angel Trax Digital Camera systems with GPS in district school buses.

Craig Buchholz reported that all members eligible for Loss Control Excellence awards qualified and were approved at the May board meeting and that he and Rick Hudson were encouraging other members to participate in the program. Craig will be working with Lyon County School District this year.

Craig Buchholz reported that member interest in participating in table top exercises had dwindled due to the time and commitment involved, and therefore staff had determined to pursue other means of delivering the exercises. Eric Guevin expressed his disappointment in the dwindling interest and suggested that perhaps if the training were internet based members may find it easier to participate. Bob Spellberg suggested that staff contact Dan Tarnowski of the Nevada Rural Water Association to deliver exercises at regional conferences. Mr. Tarnowski is a trained emergency table top exercise trainer that has facilitated such exercises for the water association.

Josh Wilson reported that respirator fit testing had been performed at Nye County, and Pershing County. Fallon Fire Department, Boulder City and the Town of Pahrump were all scheduled for August. The program was very well received. Eric Guevin commented that Storey County would really like to have a dedicated machine at their location. Ann indicated that the long term plan was to house the equipment in Southern Nevada as well as Northern Nevada.

Josh asked whether the intent of the program was to fulfill all fit testing needs of all agencies, or to help alleviate the cost of fit testing among the members. It was agreed that the original intent was to fulfill all fit testing needs, but the challenge was delivering the testing to members in between scheduled testing dates for newly hired firefighters.

Ann Wiswell indicated that she would add an item to the next committee agenda to discuss expansion of the respirator fit testing program.

Ann reported that the Material Safety Data Sheet access provided through the POOL/PACT website was communicated to all members and that the response has been very good. The school districts in particular are very satisfied with the service.

Deb Connally attended the national ASSE conference, and the local ASSE Chapter will hold their next meeting at the POOL/PACT offices on July 21, 2009. The Chapter will be discussing ergonomics, and changes in OSHA legislation.

The next meeting of the PRIMA/POOL-PACT Conference planning committee meeting is scheduled for July 27, 2009.

**Action Item: Public Comment**

Craig Buchholz said there was a conference hosted by the Fire Chiefs Association called FireShows 2009 that POOL/PACT may wish to sponsor. Eric Guevin commented that FireShows was getting really big because another national conference called HazMat had been cancelled and many of the vendors from that were attending FireShows.

Ann said that Debbie Pontius of Pershing County School District was stepping down and that the district's new safety manager Dan Murphy would be taking over that role. Ann and Craig both commented that Debbie had been very active in the committee and would be missed.

5. **Action Item: Adjournment**

On motion and second to adjourn, the meeting adjourned at 10:35. AM.