



**Nevada Public Agency Insurance
Pool
Public Agency Compensation Trust**
201 South Roop, Suite 102
Carson City, Nevada 89701-4779
Toll Free: (877) 883-7665
Telephone: (775) 885-7475

**MINUTES FOR THE LOSS CONTROL COMMITTEE OF
NEVADA PUBLIC AGENCY INSURANCE POOL AND PUBLIC AGENCY
COMPENSATION TRUST**

DATE: February 6, 2024

TIME: 9:00 A.M. to 11:00 A.M.

LOCATION:

(1) In-person: Carson City School District Office.

(2) Online: Zoom Meeting:

Zoom Meeting

<https://us02web.zoom.us/j/85662675679?pwd=dGwyTEVkem5DV2ZoYVlkWkkyZEImdz09&from=addon>

MINUTES

1. Roll

- a. Members Present: Dan Murphy (Chairperson), Ann Cyr, Paul Sikora, Alicia Heizer, Geof Stark, Shannon Harris, Curtis Truillo. Not present: Darren Wagner
- b. Others Present: Wayne Carlson, Margaret Malzahn, Donna Squires, Lisa Hutchinson (Safety Director, Eureka County School District) Chief Sean Burke (Grass Valley Volunteer Fire Department), Jennifer Turner, Jarrod Hickman, Stephen Romero, Marshall Smith

2. Public Comment

- a. No public comment

3. **FOR POSSIBLE ACTION:** Approval of the Minutes of Committee Meeting of October 16, 2023.
 - a. Ann Cyr made a motion to approve, Alicia Heizer seconded, motion passed.
4. **For Discussion:** Highlights/Happenings in Carson City School District by Ann Cyr. Ann provided an update on important school emergency operations training relating to extreme weather and reunification procedures. Over 120 people participated.
5. **For Discussion:** Jarrod Hickman presented a summary of risk management activities:
 - a. Webinars/Seminars/Training Since Last Meeting
 - b. *Enterprise Risk Management Excellence Program* Report
 - i. Marshall Smith indicated that a member on the Committee requested a status report. He provided a summary of the objectives of the program, and summary of members who were exposed to the Program through grants or assessments, and a summary of members currently processing through the Program.
 - ii. Geof Stark thanked him for presenting the report and expressed concern about his concern about spreading POOL/PACT risk management resources too thin.
 - iii. Marshall thanked him for his concern, but assured him that of all the risk management programs/services provided by POOL/PACT, he believes that the direct, positive, and constructive interaction with member department heads, and city/county managers, in actually putting best practices in place is among the most significant impacts he can make.
 1. Dan Murphy said that he appreciated the efforts of the POOL/PACT Risk Management Staff and this program and believes it is making a real positive impact on members.
 2. Ann Cyr said that she agreed with Dan's comments and said that the ERMEP has evolved significantly since the original Loss Control Excellence Program which was

essentially a check the box program and impressed with the number of members engaged in the program.

3. Geof Stark also thanked Risk Management staff and requested that this be a regular item on the agenda

- c. Marshall summarized recent Nevada Detention Administrators Working Group
- d. Jarrod summarized upcoming events
- e. Jarrod summarized the PP LCC grant status

6. **FOR POSSIBLE ACTION:** Review and approve or deny grant 0282-RM-2023 submitted by Pershing County.

a. Jarrod provided the staff grant summary to the Committee. Chief Sean Burke (Grass Valley Volunteer Fire Department) presented a summary of the grant. Marshall pointed out the significant involvement that Chief Burke has had with Pershing County's ERMEP participation. Geof Stark moved to approve, which was seconded by Curtis Trujillo. After discussion, the motion carried unanimously.

7. **FOR DISCUSSION: Date and location for next meeting.**

- a. Curtis Trujillo offered to host the June meeting.
- b. Paul Sikora offered to host the October meeting.
- c. Staff to work with Curtis Trujillo on logistics for June 2024 meeting.

8. **Public Comment**

- a. No public comment.

9. **Adjournment**

- a. Meeting adjourned at 9:42 AM