

**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

**NOTICE OF MEETING AND AGENDA FOR THE
ENTERPRISE RISK MANAGEMENT COMMITTEE OF
NEVADA PUBLIC AGENCY INSURANCE POOL AND
PUBLIC AGENCY COMPENSATION TRUST**

DATE: November 12, 2025

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

LOCATION:

(1) In-person: Boulder City Conference Room, 401 California Ave, Boulder City, NV 89005

(2) Online (Zoom Meeting):

<https://us02web.zoom.us/j/87380783084?pwd=JOOvRr7xZAxPrybgRuxCWFEvkzIKWf.1&from=addon>

AGENDA

Notices:

1. Items on the agenda may be taken out of order
2. Two or more items on the agenda may be combined for consideration
3. Any item on the agenda may be removed or discussion may be delayed at any time
4. The general Public Comment periods are limited to those items not listed on the agenda. Public Comment periods are devoted to comments by the general public, if any, and may include discussion of those comments; however, no action may be taken upon a matter raised under Public Comments until the matter itself has been included specifically on an agenda as an item upon which action may be taken. Public Comments are Limited to Three Minutes per Person.
5. At the discretion of the Chair of the meeting, public comments on specific agenda items may be allowed, but must be limited to the specific agenda item.
6. The Committee may prohibit public comment if the content of the comments is a topic that is not relevant to, or within the authority of the Committee, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers.

1. Roll and Introductions

2. Public Comment

3. FOR POSSIBLE ACTION: Approval of the Minutes of Committee Meeting of Enterprise Risk Management Committee ([ATTACHMENT 1](#)).

4. FOR DISCUSSION: Risk Management Activity Report

a. Webinars/Seminars/Training/Programs Since Last Meeting

i. Aquatics

1. Beatty Swimming Pool (08/28/2025)
2. White Pine County (09/03/2025)
3. Boulder City follow-up (10/27/2025)

ii. Occupational Safety

1. City of Lovelock, Written Workplace Safety Plan Development (08/27/2025)
2. Mineral County School District, Safety Committee Meeting (09/03/2025)
3. City of Winnemucca, Safety Committee Meeting (09/10/2025)
4. Lincoln County, Safety Committee Meeting (10/07/2025)
5. Town of Tonopah, Safety Committee Meeting (10/08/2025)
6. Eureka County, Safety Committee Meeting (10/09/25)
7. Mineral County School District Board of Trustees Meeting, Approval of Safety Plan (10/21/2025)
8. Lander County School District, Safety Committee Meeting (10/22/2025)
9. Community Chest, Portable Fire Extinguisher Training (10/24/2025)
10. North Lake Tahoe Fire Protection District, Written Workplace Safety Plan Development (10/29/2025)
11. Esmeralda County, Safety Committee Meeting (10/29/2025)
12. Smoky Valley Library District, Written Workplace Safety Plan Development (11/03/2025)
13. City of Ely, Written Workplace Safety Plan Development (11/05/2025)

iii. Cybersecurity

1. Nevada Risk Management Association, Cybersecurity Webinar (09/30/2025)

iv. Law Enforcement and Fire Services

1. Roll Call Webinar: Vehicle Pursuit (09/05/2025)
2. Fit for Retirement Oversight Committee (10/01/2025)
3. Emotional Survival for Law Enforcement (11/04/2025)
4. Four Month Metabolic Reset (weekly)

v. **School District**

1. Nevada Rural School District Collaborative, STOP Grant Webinar and Application (09/30/2025, 10/15/2025, 10/28/2025)

vi. **Conferences**

1. California Joint Powers Authority Conference (09/16 – 09/18/2025)
2. Public Risk Innovation, Solutions, and Management (PRISM) Conference – *Overcoming AI Paralysis, Practical Solutions for Public Entities* (10/01/25)
3. HR Leadership Preconference – *Overcoming AI Paralysis: Practical Solutions for Public Entities* (10/14/2025)

b. **Upcoming Webinars/Seminars/Training**

- i. POOL/PACT Strategic Planning Board Retreat (11/20 – 11/21/2025)
- ii. Nevada School Safety Workshop (12/02 – 12/03/2025)
- iii. Nevada Association of School Boards Conference (12/04 – 12/06/2025)
- iv. Dynamic Movement and Injury Prevention Training (12/10/2025)
- v. Roll Call Webinar: Searches in Detention and Road Operations (12/10/2025)
- vi. Cybersecurity Webinar (12/18/2025)

c. **Enterprise Risk Management Excellence Program Report**

- i. ERMEP Status Report.
 1. Award Recipients: 6
 2. New Applicants: none
 3. Current Number of Applicants: 24
 4. ERM Committee Member Status Report:

Entity	Member	Program Started	Status	Expires
Winnemucca	Alicia Heizer	Jan 2022	Pending	Jan 2025 (making progress and engaged)
IVGID	Curtis Truillo	Aug 2023	Pending	Aug 2026
Carson City School District	Ann Cyr		Complete	Sept 2026
Pershing County School District	Dan Murphy	June 2022	Pending	June 2025 (making progress and engaged)
East Fork Swimming Pool District	Shannon Harris		Complete	March 2026
Boulder City	Paul Sikora		Complete	Oct 2027

Town of Tonopah Library District	Joni Eastly	May 2024	Pending	May 2027
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d. Nevada Detention Administrators Working Group

- i. Quarterly Meeting: 12/12/25 Elko County Sheriff's Office

e. Nevada Association of Rural School Resource Officers

- i. Quarterly Meeting: 11/15/25 Lander County Sheriff's Office

f. Risk Management Grant Program Report

- i. Review of Funded Grants in FY 22/23 - FY 25/26 ([ATTACHMENT 2](#)).

5. FOR DISCUSSION AND POSSIBLE ACTION: Review of RM Grant Program Rules, "other funding requirement" for Risk Management Project Grants in excess of \$10,000.00 ([ATTACHMENT 3](#)).

6. FOR DISCUSSION: Third-Party Administrator Report on Claims Activity, Property & Casualty, Workers Compensation - Donna Squires and Margaret Malzahn, Davies Claim Solutions

7. FOR DISCUSSION: Policy Work Members can Take Now Address Claims

8. FOR DISCUSSION: Committee Member ideas, suggestions, or recommendations regarding POOL/PACT's ERM programs, services, and objectives?

9. FOR DISCUSSION: Committee Member Enterprise Risk Management activities/projects, both successes and challenges.

10. FOR DISCUSSION:

- a. Date and location for next meeting.

11. Public Comment

12. Adjournment

This Agenda was posted at the following locations and at notice.nv.gov:

N.P.A.I.P.

201 S. Roop

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 Courthouse

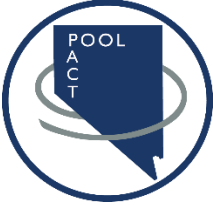
155 North Taylor Street

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 in writing at 201 S. Roop Street, Suite 102, Carson City, NV 89701-4790, or by calling (775) 885-7475 at least three working days prior to meeting.

ATTACHMENT 1



**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

**ENTERPRISE RISK MANAGEMENT COMMITTEE OF
NEVADA PUBLIC AGENCY INSURANCE POOL AND
PUBLIC AGENCY COMPENSATION TRUST
MINUTES**

DATE: August 27, 2025

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

LOCATION:

(1) In-person: POOL/PACT Conference Room, 701 S. Roop, #102, Carson City, NV

(2) Online (Zoom Meeting):

<https://us02web.zoom.us/j/88953826692?pwd=Z5zIWhcqkkJ8gBkyxn4V8EEx74ljbb.1&from=addon>

MINUTES

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slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers.

1. Roll and Introductions –

- a. Members Present:** Curtis Trujillo (Chair – IVGID) Dan Murphy (PCSD), Alicia Heiser (City of Winnemucca), Paul Sikora (Boulder City), Joni Eastley (Town of Tonopah), Shannon Harris (Carson Valley Swim Center)
- b. Members Absent:** Ann Cyr (Carson City School District)
- c. Others Present:** Wayne Carlson, Alan Kalt, Jarrod Hickman, Jennifer Turner (POOL/PACT), Donna Squires, Margaret Malzahn (Davies)

2. Public Comment – none

- 3. FOR POSSIBLE ACTION:** Approval of the Minutes of Committee Meeting of Enterprise Risk Management Committee. [ATTACHMENT 1](#).
Joni Eastley made a motion, Curtis Trujillo seconded the motion, motion passed.

4. FOR DISCUSSION: Risk Management Activity Report

a. Webinars/Seminars/Training/Programs Since Last Meeting

Marshall Smith and Jarrod Hickman provided a summary of all RM programs/services/trainings provided since last meeting.

Jarrold provided an overview on the various trainings that have taken place. He noted that over 800 employees were given the Portable Fire Extinguisher training at Elko County School District. Marshall noted that it was a great opportunity to converse with the school administrators that they don't usually get to see or talk to. Jarrold gave an overview of SB260, noting that they are waiting for NIOSH to release their rule making. If they act as they did with heat illness, the rule should be out in Oct/Nov. Shannon Harris noted that on their website, they have a link that people can see the AQI inside and outside of the swim center building. This system is particularly for smoke in the air. Shannon will get the information for the system they use and send it to Marshall and Jarrold.

Jarrold gave an overview of the Cybersecurity Summit that took place in Elko. The focus was on the vendor Cybersecurity Questionnaire. Marshall noted that a follow up was sent out to attendees and cyber professionals that included the cyber attachments that

were reviewed at the Summit. Jarrod gave an update on the cyber attack that took place at the State of Nevada and how they're responding. As it stands now, none of our members have been impacted. Moving forward, Jarrod advised everyone to be aware of fraud and other scams.

Alan gave an overview of the Metabolic Reset Program and the 50 law enforcement folks that will be going through the program as a test group, as well as the folks that have already been through the program (Marshall, Alan, and Jarrod). The goal is to get these guys fit, active, and a better quality of life for the long term. Jarrod and Marshall noted the success that they both had on this program. Dan Murphy asked if this program would be rolled out to the police and fire volunteers? Jarrod said that SpecialtyHealth will work with volunteers, but there's a component that requires insurance to be involved. Jarrod also noted the eLearning resources will be available to all.

i. Conferences

Jarrod gave an overview of the AGRiP conference he attended earlier in August. The gist of the conference will tie in perfectly with the pre-conference taking place in October. The goal in October is to help members understand what AI Paralysis is, what protections need to be in place, and identify some of those practical applications local government can use to improve. Marshall noted that this is not going to be another general AI conference. Overcoming AI Paralysis was identified to show members how this works, it's a practical guide for everyday use.

b. Enterprise Risk Management Excellence Program Report

Marshall gave an overview of the ERMEP participation, as well as specific sections that have been added.

c. Nevada Detention Administrators Working Group

- i. Marshall gave an overview of the upcoming meeting. He highlighted that vetted sponsors will talk about biomechanics and a radar detection system that will send out data that can monitor respiration and heart rate information. Dan Murphy asked if this was just for county facilities, Marshall confirmed yes, it is.

d. Nevada Association of Rural School Resource Officers

- i. Quarterly Meeting – December 2025 – Lander County Sheriff’s Office
Marshall gave an overview of the last meeting that took place a week ago.

e. Risk Management Grant Program Report

- i. Jarrod provided a summary of the budget and expenditures.

5. FOR DISCUSSION: Committee Member ideas, suggestions, or recommendations regarding POOL/PACT’s ERM programs, services, and objectives?

- Dan Murphy noted that PCSD did not utilize Safer Schools Together pilot project as much as anticipated.
- Curtis Trujillo suggested working with PACT to identify trends and target with policies/programs/training.
- Shannon Thompson agreed and suggested that the lack of . She thinks that part of the lack of grant funding may be related to the requirement that the applicant must attempt to seek grant funding, and be denied prior to applying.
- Curtis clarified the reason for the requirement was that POOL/PACT has limited resources, but agreed to revisit the requirement.
- Alan Kalt further clarified that grants should not be used for typical and ordinary capital budgeting items.

6. FOR DISCUSSION: Committee Member Enterprise Risk Management activities/projects, both successes and challenges.

- Dan Murphy suggested targeting boards to get more participation on the ERMEP.
- Joni Eastley gave an update on the Town of Tonopah Library District concerns with staff participation. Marshall noted that the ERMEP addresses these types of issues.
- Curtis Trujillo stated that the fingerprinting station is working out wonderfully for IVGID.

7. FOR DISCUSSION:

- a. Date and location for next meeting.
Paul Sikora stated that Boulder City will host the next meeting.

8. Public Comment - None

9. Adjournment – adjourned at 10:07 AM

This Agenda was posted at the following locations and at notice.nv.gov:

N.P.A.I.P.
201 S. Roop
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 Courthouse
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Fallon, NV 89406**

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ATTACHMENT 2

RISK MANAGEMENT EDUCATION GRANTS FY25/26

Name	Organization Name	Approval Date	Amount Requested/Approved	Proof of Payment Received	Date Reimbursement Issued	Amount Reimbursed
0444-RME-2025 (Nevada School Safety Workshop)	Lincoln County School District	10/13/2025	\$ 3,500.00			
0442-RME-2025 (POOL/PACT Board Retreat)	Lincoln County	10/3/2025	\$ 1,000.00			
0441-RME-2025 (SHRM Certification)	Carson City School District	9/26/2025	\$ 2,470.00			
0440-RME-2025 (POOL/PACT HR Conference)	Lincoln County	9/24/2025	\$ 1,360.00			
0435-RME-2025 (National Rec & Park Association Conference)	East Fork Swimming Pool District	8/28/2025	\$ 9,774.63	10/1/2025	10/15/2025	\$ 10,000.00
0437-RME-2025 (HR Leadership Conference)	Mineral County	8/28/2025	\$ 2,485.70			
0434-RME-2025 (International Water Rescue Instructor Training)	Tahoe Douglas Fire Protection District	7/24/2025	\$ 7,505.00	8/14/2025	8/20/2025	\$ 7,505.00
0431-RME-2025 (Commercial Combination Inspector - Reidenbach)	Churchill County	7/8/2025	\$ 2,000.00	10/20/2025		\$ 2,000.00
0432-RME-2025 (Permit Technician - Zuniga)	Churchill County	7/8/2025	\$ 1,210.00	9/2/2025	9/10/2025	\$ 1,240.00
0433-RME-2025 (Residential Combination Instructor - Peacock)	Churchill County	7/8/2025	\$ 2,000.00			
			\$ 33,305.33			
				\$ 20,745.00		

RISK MANAGEMENT GRANTS FY25/26

Name	Organization Name	Approval Date	Amount Requested/Approved	Proof of Payment Received	Date Reimbursement Issued	Amount Reimbursed
0318-RM-2025 (Digital Radio Kits)	Lincoln County School District	10/30/2025	\$ 10,000.00			
0319-RM-2025 (Life Detection Radar Units)	Churchill County	10/30/2025	\$ 8,250.00			
0314-RM-2025 (Fire Alarm Panel Upgrade at Boys & Girls Club)	Mineral County	8/25/2025	\$ 5,696.25			
0311-RM-2025 (PNA-based Server Remediation)	Caliente, City of	7/30/2025	\$ 5,775.00	8/20/2025	8/27/2025	\$ 6,329.99
0313-RM-2025 (Trauma Kits)	Humboldt County School District	7/30/2025	\$ 3,773.00			
0312-RM-2025 (GPS for White Fleet)	Douglas County School District	7/16/2025	\$ 9,450.00	9/15/2025	10/15/2025	\$ 6,075.00
			\$ 42,944.25			\$ 12,404.99

ATTACHMENT 3



POOL/PACT Risk Management Grant Instructions

SECTION I – General Information and Funding Criteria

A. General Information. POOL/PACT is pleased to provide funding for Risk Management programs, projects, and acquisitions that will reduce, mitigate, and/or eliminate risk to members, their employees, and the public it serves. This document describes grant funding criteria, rules, restrictions, and how to apply for Risk Management Grants. For questions about the application or process, please contact:

Marshall Smith at marshallsmith@poolpact.com,
Jarrod Hickman at jarrodhickman@poolpact.com, or
Jennifer Turner at jenniferturner@poolpact.com.
(775) 885-7475

B. Funding Criteria. The POOL/PACT Loss Control Committee has identified the following funding criteria for Risk Management Grants:

1. The member presents sufficient evidence of:
 - (a) prior claims or complaints which the grant subject would reduce or eliminate;
 - (b) close-calls or near-misses which the grant subject would reduce or eliminate; or
 - (c) a trend or rise in claims which the grant subject would reduce or eliminate.
2. A POOL/PACT consultant or subject matter expert (SME) recommends a project, item, or expenditure, or the Loss Control Committee recommends a project, item, or expenditure. Examples of a POOL/PACT consultant or SME are professionals retained to assist school districts, law enforcement, swimming pools, or cybersecurity.
3. The member provides sufficient evidence that significant risk reduction or control would benefit a substantial number of the member's employees or public they serve, and the project, item, or expenditure would address the risk and may be beneficial to all POOL/PACT members in reducing or controlling risk.
4. The member provides evidence that it sought funding through federal, state, or industry grants prior to its application for a POOL/PACT Risk Management Grant. For assistance finding federal, state, or industry grants, please review the [Introduction to Grant Writing Toolkit](#).
5. All grant applications will be reviewed on an individual basis, based upon evidence presented indicating that the program, project, or acquisition will reduce, mitigate, and/or eliminate an identified risk. Other factors for consideration include, but are not limited, to:

- (a) Documented claim or loss history (e.g., claim history reports, police reports, investigative reports, SME reports) pertaining to the subject of the grant;
- (b) The percentage of the applicant's budget allotted to capital acquisitions and improvements; and
- (c) Whether the applicant has completed or is in the process of completing the [Enterprise Risk Management Excellence Program](#).

C. Ineligible Requests

1. Ineligible requests may include, but are not limited to:

- (a) For request more than \$10,000.00, where the member has **not** sought funding for the project that is the subject of the application through federal, state, or industry grants prior to applying for a POOL/PACT Risk Management Grant;
- (b) Projects already paid for by the member; or
- (c) Typical and ordinary capital budget items including, but not limited to, acquisitions and improvements of land, buildings, equipment, furniture, fixtures, and vehicles.

2. Ineligible requests will not be submitted to the Enterprise Risk Management Committee for consideration.

SECTION II – Rules & Restrictions

- A. Risk Management grants will be reimbursed at 75% of the total cost; the member is responsible for 25% of the total program, project, or acquisition.
- B. Funding of Risk Management Grants are subject to POOL/PACT Risk Management and Educational Grant budget constraints. Grant funding is also subject to prioritization of programs, projects, and acquisitions by the Loss Control Committee and/or POOL/PACT Risk Management.
- C. Grant requests up to \$10,000.00 will be reviewed and considered by POOL/PACT Risk Management guided by the funding criteria above. Members (the entity and the member's sub-entities) are limited to applying for two (2) risk management grants up to \$10,000.00 per fiscal year.
- D. Grant requests for more than \$10,000.00 are referred to the Loss Control Committee for consideration. The Committee reviews such grants at each quarterly meeting. Submit applications and supporting documents at least 14 days prior to the Committee meeting at which the application is to be considered. Applications submitted after the cutoff may be considered at the next quarterly meeting. Members (including sub-entities) are limited to two (2) applications for risk management grants over \$10,000.00 per fiscal year.
- E. Incomplete applications will not be considered.
- F. Grant funding may only be used for the subject of the application. The member agrees to and is responsible for returning any unused funding within 30 days of its distribution.

G. The member is responsible for all funding necessary to sustain the grant subject. For example, online training subscription, surveillance system, or pilot projects. The member is responsible for future or recurring costs including, but not limited to, subscriptions; equipment upgrades, implementation of a pilot project across an entity, replacement, maintenance, repair and/or all other similar expenses.

H. A member representative knowledgeable about the grant application must attend and present the submitted application to the Loss Control Committee when the application is considered.

SECTION III – The Application

A. The Application. Grant requests must be submitted on the following application: <https://poolpact.com/risk-management-grant-app1.asp>.

B. Member Information. The following member information is needed to complete the application:

1. The member's name. For example, Elko County, Town of Tonopah, or Incline Village General Improvement District.
2. The name of the department submitting the application, if applicable. For example, Sheriff's Office, Human Resources, or Public Works.
3. The name, phone number, and email of the person submitting the application.
4. The name and email of the department head who will receive the grant reimbursement. For example, John Smith, Comptroller or Jane Doe, Treasurer.
5. The name, phone number, and email of the person who will appear at the Loss Control Committee to present the grant to the Committee.
6. The name, title, phone number, and email of the member's liaison.
7. A completed [Member Risk Management Grant Application Approval Form](#). *Submit this form with the grant application.*

C. Grant Narrative. The grant request must include an explanation of:

1. How the project, program, or acquisition applies to one or more of the Funding Criteria;
2. How the project, program, or acquisition will reduce, mitigate, or eliminate risk; and
3. Why the member does not have the funding to finance the project in its capital operating budget.
4. With respect to the grant subject, prior federal, state, or industry grants that have been applied for and the result of such applications.

D. Supporting Documents. Submit the following information to support the grant request:

1. Claim history, loss history, or other evidence that the grant subject addresses a risk to the member, its employees, and/or the public it serves.

2. The percentage of the member's budget allocated to capital acquisitions and improvements.
3. All final quotes, bids, invoices, estimates, and proposals for repairs, construction, or remodeling. It is the responsibility of the member-applicant to ensure project estimates/proposals are current at the time of consideration.
4. Evidence that the individual or entity providing/performing the program, product, or service is certified, insured, bonded, and/or licensed as the program, product, or service may require.
5. All grant applications seeking funds totaling \$50,000.00 or more must include an affirmation by the member board or liaison indicating all federal, state, and local rules will be or have been followed. This includes, but is not limited to, the *Local Government Purchasing Act*.
6. The total budget for the project, program, or acquisition.
7. The dollar amount to be funded by the member.
6. The dollar amount to be funded by POOL/PACT.

SECTION IV – Approval

A. Proof of Payment. If the grant application is approved, the member must submit all receipts associated with the purchase of the program, project, service, or acquisition to POOL/PACT within 30 days to jarrodhickman@poolpact.com or marshallsmith@poolpact.com. Additional time to complete the program, project, service, or acquisition may be obtained by request. Upon receipt and review of proof of payment, POOL/PACT will issue reimbursement to the member's treasurer or comptroller listed in the application. If proof of payment is not provided within 180 days of approval, the grant will be withdrawn and considered closed.

B. Validation Report. If the grant application is approved, the member must submit a [Validation Report](#) within 30 days of the grant subject becoming operational. Failure to do so may result in denial of future Risk Management Grants.

C. Enterprise Risk Management Excellence Program. If a grant application up to \$50,000.00 is approved, you must **review** one or more sections of the ERMEP within 30 days of approval. If a grant application for \$50,000.00 or more is approved, you must **complete** one more section of the ERMEP. Please call Marshall Smith or Jarrod Hickman for further information at (775) 885-7475. You may also view the [About the Program](#) flyer for additional information.

SECTION V – Questions

If you have any questions about the Risk Management Grant application or process, please call or email:

Marshall Smith at marshallsmith@poolpact.com,
Jarrod Hickman at jarrodhickman@poolpact.com, or
Jennifer Turner at jenniferturner@poolpact.com.

(775) 885-7475