

INSURANCE MATTERS

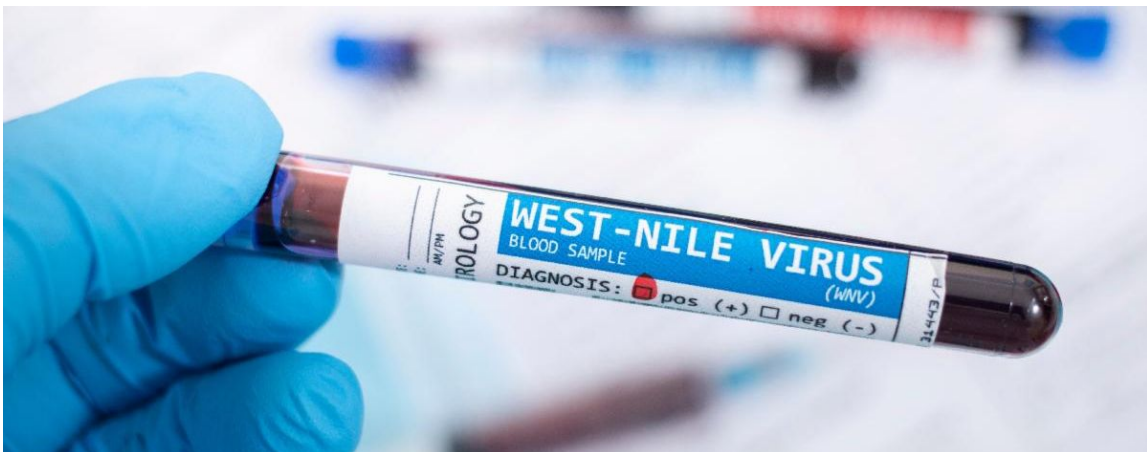
COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA
THE **VOICE** OF PENNSYLVANIA COUNTIES

UC Trust Risk Control Incentive Program Reminder



Just a reminder that participation in the 2024 UC Trust Risk Control Incentive Program can earn members up to five percent credit toward each of the quarterly contributions for next year! As explained in the [program document](#), members have the opportunity to participate via online training, onsite and/or virtual training, by providing updated policies and procedures (as applicable) and by timely reporting of unemployment related matters.

Member participation is verified through the completion of the [2024 ACTIVITY REPORT](#) which must be completed and submitted by Friday, September 6, 2024. Contact [Desiree Nguyen](#) with questions about the program.



West Nile Virus

Arboviral infections, or arthropod-borne viruses, are a group of viruses spread to people by the bite of infected insects such as mosquitoes and ticks. These infections usually occur during warm weather months when insects are most active.

The Pennsylvania Department of Health issued a Health Advisory (Advisory #751) dated May 31, 2024 regarding West Nile virus (WNV) and other arboviral infections in Pennsylvania. In summary, Pennsylvania's first WNV-positive

mosquito pools were identified in Adams, Bucks, Philadelphia and York counties in May through routine seasonal monitoring. This may indicate that WNV may have begun to circulate in Pennsylvania which means risk of human infection is likely to remain elevated over the next several months.

West Nile virus symptoms can range from mild to severe and usually occur within 1 to 14 days after becoming infected. These symptoms last about 3 to 6 days but may last up to a month.

Mild symptoms of West Nile virus include:

- Abdominal pain
- Fever, headache and sore throat
- Lack of appetite
- Muscle aches
- Nausea, vomiting, and diarrhea
- Rash
- Swollen lymph nodes

Severe forms of West Nile virus are called West Nile encephalitis or meningitis. Severe symptoms require prompt medical attention and include:

- Confusion or change in ability to think clearly
- Loss of consciousness or coma
- Muscle weakness
- Stiff neck
- Weakness of one arm or leg

Prevention tips include:

- Apply insect repellent with DEET, picaridin or IR3535
- Wear long sleeves and long pants when spending time outdoors
- Take extra precautions at dusk and dawn
- Repair window screens and doors
- Eliminate containers and standing water around your house such as in bird baths, flowerpot saucers and wading pools.
- Treat standing water that cannot be dumped or removed with Bti-based "mosquito dunks" found at most hardware stores.

More information is available through your county vector control office.

PCoRP Loss Prevention Grant Program Reminder



Just a reminder that the PCoRP Loss Prevention Grant Program is designed to support your safety committee and administration to offset the costs of enhancing your safety, maintenance and risk management programs. The PCoRP Board of Directors has again set aside funding for the loss prevention grants, and all members are eligible to receive up to \$30,000 during the 2024-2025 grant policy year (noting the total grant amount requested may not exceed 75% of the amount of the member's Loss Fund Contribution to PCoRP, up to a maximum of \$30,000).

During the 2023-2024 grant policy year, 115 grant projects were approved with \$1,624,891 grant dollars distributed! We appreciate this level of participation

and thank our members for their commitment in providing a safe environment for their constituents.

Be sure to review the [PCoRP Loss Prevention Grant Program Policy](#) and [Application](#) to review the provisions and related deadlines and contact [Keith Wentz](#) with any questions.



PIMCC Prison Directory Updates

The PIMCC Prison Directory is updated twice a year to reflect staff changes. Our most recent update has been completed! Click below to view the updated directory, or find it on CCAP's website.

[View PIMCC Prison Directory](#)



Utilizing Exercise Equipment as Desk Furniture

Many employees look for a convenient way to reach their fitness goals, and oftentimes, workstation exercise equipment seems like the perfect solution. This leads employers to consider the decision to allow exercise equipment as desk furniture. The employer should consider both the benefits and the risks, and whether or not policies need to be developed for these inclusions.

The use of exercise equipment in a workplace setting should include a number of considerations addressed in a formal and written workplace policy. Policy considerations include the following:

- Will your workplace allow the use of exercise equipment, or does it pose too high a risk? If yes, what types of equipment are approved?
- Are only specific manufactures and designs approved? Why?
- Does the equipment require a specific wardrobe (i.e. suitable footwear) or a wardrobe change?

Here are some helpful considerations for popular fitness equipment in the workplace.

- Treadmill desks look like a smaller version of a treadmill that fits beneath a standing desk, and allow an employee to walk throughout the workday. However, they also require more of the employee's attention, and eliminate the arm-swing component of walking which typically benefits hip, pelvic and spinal mobility. This could lead to the body overcompensating in the shoulder, hip and trunk regions.
- Inflatable exercise balls have popularly been used as chairs for a while, but studies actually show that after 30 minutes of use, there is no advantage to sitting on a stability ball. Prolonged use can exacerbate musculoskeletal problems or create further challenges, offering no back support and causing employees to overcompensate.
- Desk bike pedals are most likely the safest option of this list, but still can aggravate ergonomic issues and distract other employees with their noise levels. They often require a stationary chair as opposed to a rolling chair.

For more information on workplace ergonomics and exercise equipment as desk furniture, contact [Keith Wentz](#).



CCAP
PComp
PA Counties Workers'
Compensation Trust

Providing counties with full workers' compensation coverage and all the services necessary for a quality program

- Full statutory Pennsylvania Workers' Compensation coverage
- Risk Management services designed for counties
- Governance controlled by participating counties
- Potential for future credits on contributions
- Loss Fund contributions stay with PComp and generate interest earnings
- Personalized claims service

For more information, contact
Desiree Nguyen at dnguyen@pacounties.org

LocalGovU



LocalGovU Course Spotlight

Best Practices in Canine Encounters (RISE)

With more than 78 million dogs in 44% of US households, county employees will undoubtedly have to encounter these animals in their lines of work. Because animals can sometimes be unpredictable, so employees who may face animals in their lines of work must be prepared for their unpredictability by recognizing dog behaviors and identifying the best tools and approaches to handling them. In this 1-hour course, attendees will examine the best practices for dealing with canine encounters, some of which will require use of force.



Learning Objectives:

- 1 hour of training credit
- Minimum time requirement of 45 minutes
- Preparing for canine encounters, including approach techniques, use of force, and tactical tools
- Course components include instruction, knowledge check quizzes and post-test/final exam

CCAP Insurance Programs partners with LocalGovU to offer members valuable training and resources on many different topics. UC Trust, PCoRP and PComp Members can access this course at no cost. For more information about LocalGovU, contact [Andrew Smith](#).

Take Course

CCAP

Health Alliance

Medical, dental, vision and prescription plans, fully customized to meet the needs of each individual county or entity

- Guaranteed rates
- Comprehensive Member Wellness Program
- Online benefit portal for open enrollment and coverage changes
- Nurse Navigator
- Access to Healthcare Bluebook
- Compliance with Affordable Care Act
- Access to FSA, HRA and HSA Administrators
- Preparation of IRS Forms
- COBRA Administration



For more information, contact
Desiree Nguyen at dnguyen@pacounties.org

Tips to

BEAT THE HEAT

- **Stay hydrated.** Avoid alcohol, caffeine and sugary drinks. Opt for water, fruits and veggies. Drink even if you don't feel thirsty.
- **Carry it with you.** Keep water or other low sugar electrolyte drink with you at all times.

- **Know symptoms of early dehydration:** Dry mouth, dizziness or lightheadedness, fatigue, difficulty concentrating and/or headache.
- **Dress for the weather.** Choose loose, light clothing.
- **Time your outdoor activities.** Plan outdoor activities and tasks in the morning and evening.
- **Provide** regular breaks, cooling stations and shade for outdoor employees.
- **Quick cool-downs.** Use cooling towels on your neck or place your hands and feet in cold water for a quick cool down.
- **Know the signs of heat illness:** Confusion, headache, muscle cramps, nausea, cool clammy skin and/or unresponsiveness.
- **Use the buddy system.** Watch your buddy for signs of heat illness and take quick action to cool them down and call 911.
- **Eat** light meals.
- **Be sun smart.** Wear sunscreen and cover your head and eyes with a hat and sunglasses.

Insurance Team Member Spotlight Featuring Kelly J. Kyzer, ASC

Kelly is a Risk Control Specialist and Certified Defensive Driving Instructor. She provides Risk Control services mostly in the eastern part of the State to members of the Pennsylvania Counties Risk Pool (PCoRP), the Pennsylvania Counties Workers' Compensation Trust (PComp) and PELICAN, a nursing home medical, professional and general liability insurance program. Kelly works with members of these Insurance Programs as a consultant to promote safety and risk control throughout the member counties.



Prior to joining CCAP in 2017, Kelly's background was focused in finance. Starting her career at a local bank, she then moved on to become Deputy Treasurer of Wayne County (7 years) and Local Tax Collector (4 years). It wasn't until she took on the role and built the position of Risk Manager in Wayne County (3 years) that she discovered her true passion. Kelly earned her Advanced Safety Certificate from the National Safety Council.

What's your favorite part of working here? I love traveling and working with each of my members and meeting new people. I have to say one of my favorite things is how willing our members are to share information or to help each other. When I am working with new Risk Managers, Chief Clerks, Commissioners or Human Resources Staff, I know I can reach out to any one of my members, and they are more than happy to share their policies or procedures that are working for them.

What does your daily routine look like? That's the best part of Risk Control—there is no normal daily routine. When I worked in finance, I knew what I was going to be doing each and every day. In the risk world, there is no "normal." I might plan to work on one thing and then five other issues pop up to which I need to shift my attention.

What's the most exciting thing you are working on right now? Vehicle accidents/incidents have been on the rise, costing our PCoRP program more each year. As the certified Defensive Driving Instructor, I am working with our Risk Management Training Director to hold more centrally located classes in an effort to train more of our members' employees.

Other Training Opportunities

[GLIMPSE Risk Management Trainings](#)

Each workshop season, there are a number of training opportunities designed for and open to Pennsylvania counties, county-related entities (CREs) and PELICAN program members. The Spring Workshop Season has just begun!

[LocalGovU](#)

LocalGovU's Online Training Center comes equipped with a library of high-quality risk control courses covering a variety of topics including Risk Management, Safety and Environment, Law Enforcement, Corrections, Human Resources and Management. In partnership with the UC Trust, PComp and PCoRP, this online training is available to members at no cost. If you have questions regarding the trainings, please contact [Andrew Smith](#).

[M&S EAP](#)

Take personal assessments, build skills for personal or professional growth, work on your health, and more at M&S's Employee Assistance Program dashboard. In partnership with the UC Trust, M&S EAP services are available to members at no cost.

Quote of the Month

"It takes leadership to improve safety."

– Jackie Stewart

CCAP INSURANCE PROGRAMS

ASK US FIRST...WE COVER IT ALL!

Other CCAP
Publications



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