

INSURANCE MATTERS

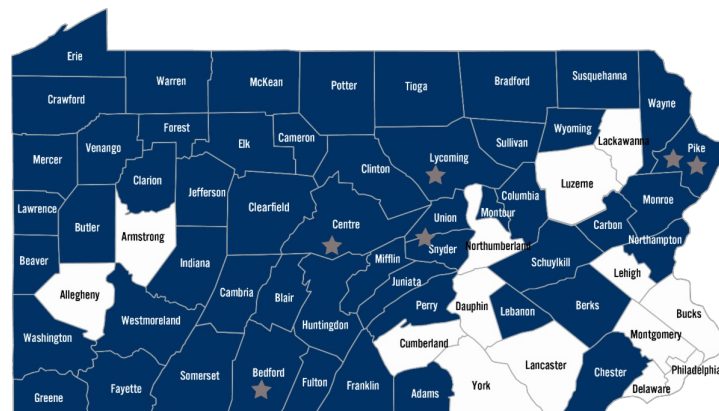
COUNTY COMMISSIONERS ASSOCIATION OF PENNSYLVANIA
THE **VOICE** OF PENNSYLVANIA COUNTIES

Pike County Conservation District Joins PCoRP

PCoRP welcomes member number 59! Pike County Conservation District became the newest member of PCoRP on September 8, 2023.

PCoRP is our property and liability program and was founded in 1987 by 12 counties. Today, with the addition of Pike County Conservation District, PCoRP covers 59 members (53 counties and 6 county related entities)!

Welcome Pike County Conservation District!



★ Locations of County Related Entity Members

Risk Management Trainings

November brings the end of the workshop season; however, we still have two excellent educational opportunities for you! Our Prison Personnel Workshop is scheduled for November 2 and our KEYS: Teamwork Makes the Cyber Dreamwork is November 14.

Please visit the [GLIMPSE Online](#) portion of the CCAP website for more details and to register!

As a reminder, most of the workshops are FREE to attend if your county is a member of the sponsoring Insurance Programs. To check if your county is a member, please refer to the [CCAP Insurance Programs Member Listing](#).

As the workshop season winds down this month, we do start the planning process for the spring workshop season. If you have any suggestions for

training topics, please feel free to contact [Linda Rosito](#), Risk Management Training Director or [Samantha Melville](#), Member Services Assistant.

Thank you for your continued support of the CCAP Insurance Programs Risk Management Trainings!

PCoRP Annual Membership Meeting

Attention PCoRP Members – you are cordially invited to attend the PCoRP Annual Membership Meeting, being held on Monday, November 20 at 6 p.m. at The Hotel Hershey. The Annual Membership Meeting is conveniently scheduled during the CCAP Fall Conference, so please save the date and join us for dinner, fellowship and our annual awards program. Please [click here](#) to register – see you there!



Severe Winter Weather and Property Risk Control

Winter is coming! Gusting winds, heavy snow and freezing temperatures are normal and often anticipated occurrences during Pennsylvania winters. Weather events mixed with a lack of preparation can lead to property damage and business interruption losses. Advance preparation can help to mitigate winter weather impacts on county and county related entities.

Removal of Snow and Ice on the Property

Immediately after a heavy snowfall, remove snow and ice from property access roads and walkways to maintain access to the property and buildings and minimize the possibility of slips, trips or falls. Clearing driveways and parking areas also allows site access for emergency response vehicles, and clear walkways will allow easy access to the building by emergency response personnel.

Clear snow and ice from fire hydrants and fire protection valves to keep them visible and easily accessible to firefighters.

Preventing Roof Collapse

Snow is heavy; ice, even heavier. Depending on the building's age, roof type and other design parameters, excessive snow and ice can cause serious property damage, or even roof collapse, under worst-case conditions.

To lessen your risk, you can:

- Clear accumulation of snow from the roof, particularly in areas of different elevations where drifts build up.
- Keep an updated winter emergency response plan in effect, especially for snow removal. Include emergency contact numbers for qualified contractors and the building landlord (if leasing the building).
- Verify that drains are clear to allow run-off of melting snow. If the roof is pitched and without drains, open paths to the eaves to ensure drainage.
- Be alert for the beginning of ponding-deflection cycles. As snow compresses and absorbs rainwater, the increased weight on the roof will result in depressions that will not drain. Once this condition begins it only gets worse, and if appropriate action is not taken, the roof could eventually collapse.

Preventing Frozen and Bursting Water Pipes

Pipes in attics, above ceilings, in crawl spaces and basements and near exterior walls are highly vulnerable to freezing, especially where there is poor insulation, wall cracks or other openings that allow entry of cold outside air.

To prevent the formation of ice in pipes and to prevent the pipes from bursting, it is recommended that you:

- Always place piping in heated areas of a building. If the pipe is exposed to the cold, provide insulation around it sufficient to reduce heat loss or provide heat tracing.
- Repair broken windows, ill-fitting doors and other conditions that allow heat loss.
- Always maintain heat in the building. No area with piping should be allowed to fall below 40°F. Properly insulate attics, exterior walls and other areas lacking adequate heating.
- If the building is to be left unattended for an extended period, shut off the water lines and drain all pipes. Sprinkler systems and other water-based fire protection systems are a special case. Every effort should be made to keep these systems in service.
- Install low temperature alarms (with remote monitoring) in cold-prone areas.
- Adequately maintain and prepare dry-pipe sprinkler systems for cold weather (drain low points, etc).
- Clear snow and ice from hydrants, outside hose connections and fire protection system valves to help prevent freezing of these systems.
- Identify the main water shut-off valve(s) for the building and ensure that key personnel know where they are in case of a pipe break.
- Never attempt to thaw a frozen pipe with an open flame.

Monthly Wellness Tips

Sickness Prevention Tips

- **Get your vaccinations.** The CDC recommends everyone six months of age and older get a flu vaccine every year.
- **Wash your hands frequently.** Most pathogenic organisms are spread from point A to point B on our hands.
- **Encourage respiratory hygiene.** Cover your cough. Avoid coughing or sneezing into your hands, but rather, use the inside of your arm or a tissue. Dispose of tissues immediately.
- **Clean work surfaces.** Disinfect your desk area, phones, and other frequent touch surfaces on a regular basis.
- **Stay home when ill.** Make sure you aren't spreading your illness to others!



Insurance Team Member Spotlight Featuring Keith Wentz

Keith Wentz is the Risk Management Director for the County Commissioners Association of Pennsylvania. For the past 27 years, Keith has been employed in both the public and private sectors responsible for the development, implementation and administration of Risk Management and Safety programs for organizations ranging from 500 to 2500 employees in both unionized and non-unionized environments.



From 2000-2010, Keith was the Director of Risk Management for the County of York, successfully developing and administering both countywide and nursing home safety committees and ensuring compliance with the Pennsylvania Department of Labor and Industry standards for certified safety committees. Immediately prior to joining the County Commissioners Association, Keith worked at Harley-Davidson, New Factory York, where he assisted managers in the review and implementation of environmental job management systems, job safety and risk analysis, incident investigation forms and safety management incident reviews. Additionally, he worked with supervisors and employees on adherence to the health and safety management systems, promoting health and safety excellence.

Keith has a BS in Human Resource Management from York College of

Pennsylvania where he graduated in 1988. In addition, he possesses the following professional designations:

- Certified Risk Manager (CRM)
- Associate in Risk Management (ARM)
- Associate in Risk Management, Public Entities (ARM-P)
- Risk Management for Public Entities (RMPE)
- Ethics and the CPCU Code of Professional Conduct

What's your favorite part of working here? The ability to work with our insurance staff on risk management issues that our members deal with on a daily basis. There's no better feeling than discussing those issues with our members and staff to determine the best solutions that best resolve our member concerns and meets their needs.

What does your daily routine look like? That varies – every day presents the potential for unusual and unique situations to address and resolve, which I enjoy. No day is ever the same. Assisting our members in preventing and/or mitigating their risks requires the ability to be flexible and possess a solutions-oriented mindset keeping in mind what is in the best interest of our members.

What skill do you think everyone should learn? An understanding of the issues our members deal with on a daily basis. Having worked in York County for 10 years, counties provide valuable services to their constituents but sometimes it's really hard to do so. Expectations of county government services are high; our members do the best they can with limited resources. Showing patience and support for our members is critically important. My experience helps educate our insurance staff in understanding county operations when needed.

CCAP INSURANCE PROGRAMS

ASK US FIRST...WE COVER IT ALL!

Other CCAP
Publications

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