

# INSURANCE MATTERS

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



## Risk Management Training Registration is Open!

September is the official start of the fall workshop season! This fall we are offering topics such as Defensive Driving, Generations at Work, Safety Workshop, Cyber Security Workshop, our ever-popular Excellent Supervisor Seminar and the Prison Personnel Workshop.

New this season is our Safety Spotlight series! These virtual sessions are one to two hours in length and feature current hot topics. This fall, we will be focusing on election safety and mental health and wellness.

Please visit the [GLIMPSE](#) portion of the CCAP website for more details and to register! You should have received your copy of the GLIMPSE training catalog in the mail by now. If you would like additional copies, please feel free to [let us know!](#)

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

We continue to collaborate with [The Academy for Excellence in County Government](#) and offer additional opportunities to fulfill some of your required courses.

As always, if you have any questions, 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! We look forward to seeing you in the fall!



## 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!



## 2023 Cybersecurity Summit

The Cybersecurity Summit is designed in collaboration with the Commonwealth of Pennsylvania, the Central Susquehanna Intermediate Unit 16, the County Commissioners Association of Pennsylvania and Harrisburg University. Join over 600 thought leaders and security experts from the state government and local government, federal agencies, K-12 school districts and higher education, as well as technology leaders in the private sector for this year's event.

This year's theme is "All of State" Uniting Against Threats, and it's happening on October 4-5.

## □ **Summit Highlights: Tracks and Topics** □

### □ Track 1: Addressing the Cyber Talent Shortage

Find solutions to the pressing issue of the cybersecurity talent gap through various strategies.

### □ Track 2: Effective Cyber Strategies

Delve into topics like Zero Trust and Defense-in-Depth, understanding their crucial role in safeguarding digital assets.

### □ Track 3: Securing New and Emerging Technologies

Explore the cybersecurity challenges and strategies surrounding AI, IoT devices, cloud solutions, digital assistants, and more.

### □ Track 4: Leveraging Services for Statewide Benefit

Discover how to maximize services and capabilities to benefit partners across the state.

Learn from each other's incidents and breaches to collectively enhance cybersecurity preparedness.

Let's come together and build a more secure digital landscape!

Register today at: <https://summits.harrisburgu.edu/cybersecurity/>

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# Know your ticks

## Blacklegged Deer Tick

- An infected black legged deer tick can transmit Lyme Disease.
- In general, ticks need to be attached for approximately 36 to 48 hours before they can transmit the Lyme bacterium.
- Symptoms of Lyme include a red rash which resembles a bull's eye or target, fatigue, chills, fever, headache, muscle and joint pain and swollen lymph nodes are also common.
- Not all people develop these symptoms. When in doubt, seek medical attention.



## American Dog Tick

- An infected American dog tick can transmit Rocky Mountain Spotted Fever.
- Signs and symptoms include a fever, rash that develops in 2 – 4 days after fever begins, headache, nausea, vomiting, muscle pain, lack of appetite.
- RMSF does not often result in chronic illness; however, it can cause permanent damage including amputation, hearing loss, and/or paralysis.



## Prevention

- Use a repellent that contains 20 to 30 percent DEET on exposed skin and clothing.
- Wear long sleeves and pants when hiking, gardening, etc. Consider treating clothing and gear with products that contain permethrin.
- Walk in the center of trails.
- Bathe or shower as soon as possible after coming indoors.
- Conduct a full-body tick check. Check hard to see areas such as the groin, armpits and scalp.
- Examine your clothes and pets.
- Consider tumble drying clothes on high heat for an hour to kill remaining ticks.



## Make a Household Emergency Plan

Counties have an emergency plan in place for employees, but you should also have one at home.

**Outline the plan.** Sit down with all the members of your household and discuss the plan. Your emergency plan should include:

- How emergency alerts and warnings are received
- A shelter plan
- Evacuation route(s)
- A household communication plan

**Plan your communication.** Have a procedure in place for contacting members of your household. Make sure when you set a meeting place that it is familiar and easy to find. In addition, have an out-of-area contact available to you if you need to leave the area.

**Consider specifics.** You must tailor your plan to specific daily needs and responsibilities of your household. What does your particular household need? Discuss and establish responsibilities for each member concerning communication, care of children, business, pets and other specific needs, like the operation of durable medical equipment. Factors to keep in mind include medical needs, disabilities, assisting others, different ages of members in your household and locations that are frequented.

Practice makes perfect. Don't wait for an emergency or unexpected disaster to happen. Practice your plan with your household now!

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## Insurance Team Member Spotlight Featuring Barbara Donofrio



Barbara Donofrio is CCAP's Claims Director. With a BS in Criminal Justice from Shippensburg University, Barbara started at CCAP as a PCoRP claims representative in 2018 and now oversees claims administration for the PCoRP, PComp, PELICAN and COMCARE PRO programs.

**What background did you come from – what did you do before working at CCAP?** I started at Nationwide, handling standard auto liability claims and eventually moved to the bodily injury team, handling claims for unrepresented, injured claimants. From there, I went back to the non-injury department in a team-lead capacity and handled more complex auto liability claims and some litigated matters.

**What's your favorite part of working here?** My team! Claims move a mile a

minute, and I rely on my team for proper claims administration from coverage reviews to liability investigations and adequate reserving. Each one of the claims representatives is committed to providing excellent customer service and helping our Members through the claims process. They have tough jobs and are regularly working with the Member, the claimant, defense counsel, the reinsurer, etc. to ensure a seamless claims experience. Additionally, the claims administrative staff work feverishly in the background to ensure all processes flow effortlessly and leave no stone unturned. I'm honored to work with this great group of people and would not be successful in this role without them!

**What does your daily routine look like?** Anyone in claims will tell you that we never know what the day will throw at us, and we can honestly say no two days are alike. It is not unusual for me to have a 5-point priority list to start my day and leave with nothing on that list crossed off because other priority tasks pop up. That said, that is one of my favorite parts about this job because I'm always on my toes!

**What skill do you think everyone should learn?** I'm not sure, but lately I've been crafting my negotiation skills with a toddler at home!

## Quote of the Month

*A goal without a plan is just a wish.*

*-Antoine de Saint-Exupéry*

## CCAP INSURANCE PROGRAMS

ASK US FIRST...WE COVER IT ALL!

Other CCAP  
Publications

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