CSRMA California Sanitation Risk Management Authority

c/o ALLIANT INSURANCE SERVICES, INC.
100 Pine Street, 11th Floor, San Francisco, CA 94111
Tel: 415.403.1400
Insurance License No.: 0C36861
Fax: 415.402.0773

OFFICERS:
Craig Murray, President
805.684.7214
Sandeep Karkal, Vice President
415.892.1694

PAST PRESIDENTS:
Greg Baatrup
2018-2020
Paul Bushee
2014-2018

POOLED LIABILITY PROGRAM
COMMITTEE AGENDA
Meeting Via Teleconference at the Following Locations:

7051 Dublin Blvd, Dublin, CA 94568
450 Walnut Meadows Drive, Oakley, CA 94561
204 Universe Avenue, Bakersfield, CA 93308
1010 Chadbourne Road, Fairfield, CA 94585
2695 Manchester Ave, Cardiff, CA 92007
2910 Hilltop Dr, Richmond, CA 94806
3480 Buskirk Avenue, Suite 200, Pleasant Hill, CA 94523
17862 E. 17th Street, Suite 111, Tustin, CA 92780
1950 S. Sunwest Lane, San Bernardino, CA 92408
170 Dogwood Lane, Vallejo, CA 94591

Date/Time: Monday, May 3, 2021
10:00 AM

LOCATION: Alliant Offices
100 Pine Street, 11th Floor
San Francisco, CA 94111

Phone One-Tap: +16699006833,,96475938409#,,,,*534043#
Meeting URL: https://alliantinsurance.zoom.us/j/96475938409?pwd=Q3F0ZnpYeWtpOHJTcUxuM2Qwb1J3dz09

A.	**CALL TO ORDER**		**A=Action**	
			I = Information	
B.	**PUBLIC AND COMMITTEE MEMBER COMMENTS**		**V=Verbal**	
			S=Separate	
C.	**GENERAL ADMINISTRATION**			
	1.	**Meeting Minutes: February 1, 2021**	**A**	**p. 5**
		Recommendation: Review and approve minutes from the last meeting.		
D.	**CLOSED SESSION TO DISCUSS PENDING CLAIMS**			
		Action may be taken per Government Code Section 54956.95.	**A**	
		See reverse for full listing of claims to be discussed.		
E.	**CLAIMS ADMINISTRATION**			
	1.	**Reporting and Ratification of Claim Settlements**	**A/V**	
		Recommendation: Review and ratify claims settlements approved in closed session.		
	2.	**Quarterly Claims Report as of March 31, 2021**	**I**	**p. 11**
		Recommendation: Review the quarterly claims report as of 03/31/21.		
F.	**UNDERWRITING ISSUES**			
	1.	**Nevada County Sanitation District No. 1 - Prospective Member**	**A**	**p. 12**
		Recommendation: Review Nevada County Sanitation District No. 1's membership application.		
G.	**LOSS CONTROL**			
	1.	**Incentives for Members to Attend EPL Training Seminars**	**I**	**p. 21**
		Recommendation: Discuss incentives for members to attend EPL Training Seminars		
	2.	**Risk Control Workplan for 2021/23**	**I**	**p. 23**
		Recommendation: Review the FY 21/23 Risk Control Work Plan		
	3.	**PFAS in Water and Wastewater Treatment Plants**	**I**	**p. 33**
		Recommendation: Receive a report regarding PFAS in Water and Wastewater Treatment Plants.		
	4.	**Spring/Summer/Fall 2021 Area Training Update**	**I**	**p. 37**
		Recommendation: Receive an update on upcoming area trainings.		

H.	**INFORMATION ITEMS**			
1.	**Poem of the Day**	**I**	**p. 39**
2.	**Article -** ***Americas Obsession With Wipes Is Tearing Up Sewer Systems***	**I**	**p. 40**
3.	**Article -** ***Vendor Fraud: Steps For Preventing It From Happening To Your Organization***	**I**	**p. 45**
4.	**Article -** ***Remote Access Software And Network Segmentation: A Problem And A Solution?***	**I**	**p. 47**
5.	**CSRMA 2021 Meeting Calendar**	**I**	**p. 49**
6.	**CSRMA Organizational Chart**	**I**	**p. 50**
7.	**CSRMA Service Team**	**I**	**p. 51**
	Recommendation: Review the presented Information Items.		

I. ADJOURNMENT

The next meeting is scheduled for September 13, 2021

Per Government Code section 54954.2, persons requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the meeting, are requested to contact Alliant at (415) 403-1400 twenty-four hours in advance of the meeting. Entrance to the meeting location requires routine provision of identification to building security. However, CSRMA does not require any member of the public to register his or her name, or to provide other information, as a condition to attendance at any public meeting and will not inquire of building security concerning information so provided. See Government Code section 54953.3.

CARL WARREN & COMPANY
Claims Management and Solutions

CSRMA - Claim Register

Report Criteria: Feature Status <> C And Tier 1 = CAL SANITATION RMA And As-Of Transaction Begin Date = And As-Of Transaction End Date = And Loss Run? = Yes | Row Count: 88 | Report Run: 4/1/2021 01:08 AM

Member District	Claim Number	Claimant Name	Coverage	Claimant Number	Date Of Loss	Claim Date Reported
CARMEL AREA WASTEWATER DISTRICT	1951140	WATSON TRUST, RUTH G.	PROPERTY DAMAGE	1	10/28/2016	10/31/2016
CARMEL AREA WASTEWATER DISTRICT	3009146	COUNTY OF MONTEREY	SUBROGATION	1	03/26/2020	02/16/2021
DUBLIN SAN RAMON SERVICES DISTRICT	1997206	LITTLEJOHN, PAM	PROPERTY DAMAGE	2	06/30/2019	07/02/2019
DUBLIN SAN RAMON SERVICES DISTRICT	1997206	CHANDRASEKHARAN, RAJESH	PROPERTY DAMAGE	3	06/30/2019	07/02/2019
GOLETA SANITARY DISTRICT	3007162	BESSERMAN, STEVEN	BODILY INJURY	1	06/11/2020	12/02/2020
HOMESTEAD VALLEY SANITARY DISTRICT	1991730	PINTO, RADOVAN Z.	PROPERTY DAMAGE	1	02/14/2019	02/26/2019
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	1955358	TOLIVER, LEROY	BODILY INJURY	1	01/22/2017	01/23/2017
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	1955358	TOLIVER, LEROY	PROPERTY DAMAGE	1	01/22/2017	01/23/2017
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	1955358	TOLIVER, ANNA	BODILY INJURY	4	01/22/2017	01/23/2017
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	1955358	STERBA, MARK & JEANNE	PROPERTY DAMAGE	5	01/22/2017	01/23/2017
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	3000977	GARCIA, CYNTHIA	PROPERTY DAMAGE	1	05/27/2020	05/29/2020
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	3000977	FOSTER, RACHEL	PROPERTY DAMAGE	2	05/27/2020	05/29/2020
LAKE ARROWHEAD COMMUNITY SERVICES DISTRI	3010842	Deyoung, Steven D.	SUBROGATION	1	03/10/2021	03/11/2021
LAS GALLINAS VALLEY SANITARY DISTRICT	3006388	MENON, RAJU	PROPERTY DAMAGE	1	11/04/2020	11/04/2020
MONTECITO SANITARY DISTRICT	3003879	MONTECITO WATER DIST	PROPERTY DAMAGE	1	08/03/2020	08/03/2020
MONTECITO SANITARY DISTRICT	3003879	CONGER, SUSAN	PROPERTY DAMAGE	2	08/03/2020	08/03/2020
MONTECITO SANITARY DISTRICT	3003879	KATZ, LAUREN	PROPERTY DAMAGE	3	08/03/2020	08/03/2020
MONTECITO SANITARY DISTRICT	3010674	PREVOST, CLAUDIA	BODILY INJURY	1	03/04/2021	03/04/2021
MT. VIEW SANITARY DISTRICT	2003745	GUTIERREZ, ARTURO	PROPERTY DAMAGE	1	10/23/2019	10/23/2019
MT. VIEW SANITARY DISTRICT	2003745	TOLEDO, KARIELA	PROPERTY DAMAGE	2	10/23/2019	10/23/2019
MT. VIEW SANITARY DISTRICT	2003745	MARIZCAL, CESAR	PROPERTY DAMAGE	3	10/23/2019	10/23/2019
NORTH OF RIVER SANITARY DISTRICT	3004508	CASTLE, SHERRY	PROPERTY DAMAGE	1	08/26/2020	08/26/2020
NORTH OF RIVER SANITARY DISTRICT	3004508	HOLLAND, MATT	PROPERTY DAMAGE	2	08/26/2020	08/26/2020
NORTH OF RIVER SANITARY DISTRICT	3004508	VANCE, SHILOH	PROPERTY DAMAGE	3	08/26/2020	08/26/2020
NORTH OF RIVER SANITARY DISTRICT	3004508	BONNET, DON	PROPERTY DAMAGE	7	08/26/2020	08/26/2020
ROSS VALLEY SANITARY DISTRICT	1966509	[redacted]	EMPLOYMENT PRACTICES	1	10/09/2016	06/20/2017
ROSS VALLEY SANITARY DISTRICT	1993858	SMITH, BARBARA	PROPERTY DAMAGE	1	04/14/2019	04/16/2019
ROSS VALLEY SANITARY DISTRICT	2002981	LOZIER, LYNN	PROPERTY DAMAGE	1	10/01/2019	10/02/2019
ROSS VALLEY SANITARY DISTRICT	3005634	TELSTAR INSTRUMENTS	PROPERTY DAMAGE	1	08/19/2019	10/07/2020
ROSS VALLEY SANITARY DISTRICT	3005902	CRABTREE, WILLIAM	PROPERTY DAMAGE	1	09/01/2020	10/01/2020
ROSS VALLEY SANITARY DISTRICT	3006114	FORRESTER, VICTORIA	PROPERTY DAMAGE	1	10/13/2020	10/27/2020
ROSS VALLEY SANITARY DISTRICT	3007730	ROSE, BARBARA	BODILY INJURY	1	06/26/2020	12/22/2020
ROSS VALLEY SANITARY DISTRICT	3008574	GOLDMAN, WILLIAM	PROPERTY DAMAGE	1	01/26/2021	02/01/2021
ROSS VALLEY SANITARY DISTRICT	3008575	THOMAS, RYAN	PROPERTY DAMAGE	1	01/28/2021	02/01/2021
ROSS VALLEY SANITARY DISTRICT	3008659	BUNCH, BRIAN	PROPERTY DAMAGE	1	01/21/2021	02/03/2021
ROSS VALLEY SANITARY DISTRICT	3009238	OCHOA, ELLENA	PROPERTY DAMAGE	1	02/17/2021	02/17/2021
SANITARY DISTRICT NO. 5 OF MARIN COUNTY	1990523	O'DONNELL, CINDI	PROPERTY DAMAGE	1	01/30/2019	01/30/2019
SANTA MARGARITA WATER DISTRICT	1564019	LENNAR HOMES OF CA., .	PROPERTY DAMAGE	1	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO GRATTEAU, .	PROPERTY DAMAGE	10	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO TURNER, .	PROPERTY DAMAGE	11	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO FEHER, .	PROPERTY DAMAGE	12	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO, MALDONADO	PROPERTY DAMAGE	13	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO TIBER, .	PROPERTY DAMAGE	14	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MUELLER INDUSTRIES, .	PROPERTY DAMAGE	15	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO VANDERLO, .	PROPERTY DAMAGE	16	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO HERNANDE, .	PROPERTY DAMAGE	17	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO TRUJILLO, .	PROPERTY DAMAGE	18	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO TSOU, .	PROPERTY DAMAGE	19	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	KIDD, MICHAEL	PROPERTY DAMAGE	2	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	TRAVELERS ASO,, ABRAHAMS	PROPERTY DAMAGE	4	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO LAPPIN, .	PROPERTY DAMAGE	6	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO BAIN, .	PROPERTY DAMAGE	7	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1564019	MERCURY ASO LUDWIG, .	PROPERTY DAMAGE	8	05/17/2011	05/18/2011
SANTA MARGARITA WATER DISTRICT	1995675	[redacted]	EMPLOYMENT PRACTICES	1	12/03/2018	06/03/2019
SANTA MARGARITA WATER DISTRICT	2005565	[redacted]	EMPLOYMENT PRACTICES	1	08/01/2018	12/20/2019
SANTA MARGARITA WATER DISTRICT	3005900	[redacted]	EMPLOYMENT PRACTICES	1	07/28/2020	10/19/2020
SELMA-KINGSBURG-FOWLER COUNTY SANITARY D	3007305	CANTU JR, BRAULIO	PROPERTY DAMAGE	1	11/24/2020	12/08/2020
SEWER AUTHORITY MID-COASTSIDE	1996470	[redacted]	EMPLOYMENT PRACTICES	1	06/14/2019	06/25/2019
SEWER AUTHORITY MID-COASTSIDE	3004883	[redacted]	EMPLOYMENT PRACTICES	1	12/04/2019	09/09/2020
SEWER AUTHORITY MID-COASTSIDE	3007757	WILLIAMS, DWAYNE	PROPERTY DAMAGE	1	12/28/2020	12/28/2020
STEGE SANITARY DISTRICT	3007397	JONES, BILL	PROPERTY DAMAGE	1	12/13/2020	12/14/2020
TAHOE-TRUCKEE SANITATION AGENCY	1997209	[redacted]	EMPLOYMENT PRACTICES	1	07/17/2018	07/17/2019
UNION SANITARY DISTRICT	3003357	SALAZAR, MARTINEZ	BODILY INJURY	1	06/29/2020	07/09/2020
VALLEJO FLOOD AND WASTE WATER DISTRICT	3007953	VALLEJO 1ST CHURCH , OF NAZARENE	PROPERTY DAMAGE	1	01/06/2021	01/06/2021
VICTOR VALLEY WASTEWATER RECLAMATION AUT	1980783	[redacted]	EMPLOYMENT PRACTICES	1	05/21/2018	05/21/2018
VICTOR VALLEY WASTEWATER RECLAMATION AUT	2005386	[redacted]	EMPLOYMENT PRACTICES	1	01/01/2014	12/17/2019
WEST BAY SANITARY DISTRICT	1973920	CHAN, TONY.	PROPERTY DAMAGE	1	07/01/2016	12/07/2017
WEST BAY SANITARY DISTRICT	1973920	ODEN, PEBBLES	PROPERTY DAMAGE	2	07/01/2016	12/07/2017
WEST BAY SANITARY DISTRICT	1973920	VESTRYS, CHRISTOPHER	PROPERTY DAMAGE	3	07/01/2016	12/07/2017
WEST BAY SANITARY DISTRICT	1973920	MORENO, JULIO	PROPERTY DAMAGE	4	07/01/2016	12/07/2017
WEST BAY SANITARY DISTRICT	1982103	1740 OAK AVE LP, .	PROPERTY DAMAGE	1	08/18/2015	06/20/2018
WEST BAY SANITARY DISTRICT	3007477	PONCE DERAS JAN, JENNY	PROPERTY DAMAGE	1	12/14/2020	12/15/2020
WEST BAY SANITARY DISTRICT	3007484	CHAVEZ, LIZETH	PROPERTY DAMAGE	1	11/04/2020	12/15/2020
WEST COUNTY WASTEWATER DISTRICT	1960263	INSALCO, ROBERT AND, LOMAX, LESLIE	PROPERTY DAMAGE	1	02/16/2017	04/19/2017
WEST COUNTY WASTEWATER DISTRICT	1960263	WONG/DU, MARY & LUCAS	PROPERTY DAMAGE	2	02/16/2017	04/19/2017

CARL WARREN & COMPANY
Claims Management and Solutions

CSRMA - Claim Register

Report Criteria: Feature Status <> C And Tier 1 = CAL SANITATION RMA And As-Of Transaction Begin Date = And As-Of Transaction End Date = And Loss Run? = Yes | Row Count: 88 | Report Run: 4/1/2021 01:08 AM

Member District	Claim Number	Claimant Name	Coverage	Claimant Number	Date Of Loss	Claim Date Reported
WEST COUNTY WASTEWATER DISTRICT	3007806	JIMENEZ, JOSUE	PROPERTY DAMAGE	1	11/04/2020	12/31/2020
WEST COUNTY WASTEWATER DISTRICT	3008788	NAVARRO, ANDRES	PROPERTY DAMAGE	1	02/02/2021	02/05/2021
WEST VALLEY SANITATION DISTRICT	1992584	YOUNGBLOOD, FRANKIE & DORIS	PROPERTY DAMAGE	1	03/17/2019	03/19/2019
WEST VALLEY SANITATION DISTRICT	1992584	RAMACCIOTTI, MARIA	PROPERTY DAMAGE	2	03/17/2019	03/19/2019
WEST VALLEY SANITATION DISTRICT	1992584	RAMACCIOTTI, MARIA	BODILY INJURY	2	03/17/2019	03/19/2019
WEST VALLEY SANITATION DISTRICT	1992584	RAMACCIOTTI, SOPHIA	BODILY INJURY	4	03/17/2019	03/19/2019
WEST VALLEY SANITATION DISTRICT	1992584	RAMACCIOTTI, GIULIANA	BODILY INJURY	5	03/17/2019	03/19/2019
WEST VALLEY SANITATION DISTRICT	1999847	MASRI, LAURA, DBA 5TH AVE CON	BODILY INJURY	1	06/09/2017	09/25/2019
WEST VALLEY SANITATION DISTRICT	1999847	MASRI, ALINA	BODILY INJURY	2	06/09/2017	09/25/2019
WEST VALLEY SANITATION DISTRICT	1999847	5TH AVENUE , CONSIGNMENT	PROPERTY DAMAGE	3	06/09/2017	09/25/2019
WEST VALLEY SANITATION DISTRICT	2009765	PASEO DE PALOMAS INC, .	PROPERTY DAMAGE	1	01/14/2020	04/07/2020
WEST VALLEY SANITATION DISTRICT	3000916	WAYMAN, CLAYATON	PROPERTY DAMAGE	1	01/29/2020	05/27/2020
WEST VALLEY SANITATION DISTRICT	3006463	ABDOLLAHI & PARSI, SHAHRAM & VIDA	PROPERTY DAMAGE	1	11/07/2020	11/07/2020

MINUTES OF THE
POOLED LIABILITY COMMITEE MEETING
FEBRUARY 1, 2021
TELECONFERENCE

MEMBERS PRESENT

Ms. Michelle Gallardo, Chair, Dublin-San Ramon Services District
Mr. Chad Davisson, Ironhouse Sanitary District
Ms. Melissa Morton, Vallejo Flood and Wastewater District
Mr. Robert Grantham, Santa Margarita Water District
Mr. Patrick Ostly, North of River Sanitary District

MEMBERS ABSENT

None.

GUESTS AND CONSULTANTS PRESENT

Mr. Seth Cole, Alliant Insurance Services, Inc.
Mr. Dennis Mulqueeney, Alliant Insurance Services, Inc.
Mr. P.J. Skarlanic, Alliant Insurance Services, Inc.
Mr. Myron Leavell, Alliant Insurance Services, Inc.
Mr. David Patzer, Risk Management Solutions
Mr. Byrne Conley, Gibbons & Conley
Mr. Alan Dialon, Carl Warren & Company
Ms. Shari Huff, Carl Warren & Company

A. CALL TO ORDER

Michelle Gallardo called the meeting to order at 10:02 am.

B. PUBLIC AND COMMITTEE MEMBER COMMENTS

None.

C. GENERAL ADMINISTRATION

C.1. Meeting Minutes of November 4, 2020

The Meeting Minutes of November 4, 2020 were reviewed.

A motion was made to approve the meeting minutes as presented.

MOTION: Melissa Morton **SECOND:** Patrick Ostly **MOTION CARRIED**

AYES: Davisson, Gallardo, Grantham, Morton, Ostly

NAYS: None
ABSTAIN: None
ABSENT: None

C.2. Reporting and Ratification of Claims Settlements

None.

D. CLOSED SESSION

The Committee entered Closed Session at 10:04 a.m. pursuant to Government Code Section 54956.95. The Committee left Closed Session at 10:30 a.m., at which time it was announced that the Claims Administrator was provided with direction concerning the disposition of certain claims; however, no final settlements were approved, nor was any action taken.

E. CLAIMS ADMINISTRATION

E.1. Carl Warren Agreement for Subrogation Services

Seth Cole reviewed the item with the Committee. At its last meeting, the Committee discussed an Agreement with Carl Warren and Company (CWC) for subrogation services. CSRMA's legal counsel had suggested that the Program Administrator should have the right to elect either a subrogation fee or continuing on a time and expense basis under the current contract. CWC has provided a revised proposal, attached for the Committee's review, which includes choices for subrogation services: 1) on a time and expense basis or 2) a percentage of recovery basis on a sliding scale based upon the subrogation amount, per the table below:

Subrogation Services Choices:

SUBROGATION SERVICES	***RATES***
Time & Expense	$102 per hour

OR

PERCENTAGE OF RECOVERY	***RATES***
$1-$50,000	18% of net recovery
$50,001-$100,000	15% of net recovery
$100,001-$200,000	12% of net recovery
$200,001-$500,000	9% of net recovery
$500,001-$1,000,000	6% of net recovery
$1,000,001 and above	3% of net recovery
Claims Set-up Fee	Included

This proposal allows for the Program Administrators to elect either a subrogation fee or continuing on a time and expense basis, depending on the particular circumstance.

A motion was made to accept the Carl Warren and Company proposal for Subrogation Services as presented.

MOTION: Melissa Morton **SECOND:** Robert Grantham **MOTION CARRIED**

AYES: Davisson, Gallardo, Grantham, Morton, Ostly
NAYS: None
ABSTAIN: None
ABSENT: None

E.2. Year in Review

Seth Cole introduced Shari Huff of Carl Warren & Co. to present a high level summary of the claims activity for the Pooled Liability Program in 2020. Shari reviewed the top five causes of claims by frequency: sewer back-up, auto, water/sewer main defect, flooding, and discrimination. The top five causes of claims by severity were: water/sewer main defect, sewer back-up, failure to connect a lateral line, discrimination and auto.

Below is a snapshot claims activity in 2020:

Open claims as of 12/31/20	86
New Claims Reported 2020	58
Claims Closed 2020	87
Closing Ratio	150%

E.3. Quarterly Claims Report as of December 31, 2020

P.J. Skarlanic reviewed the Quarterly Claims Report with the Committee. This report reflects the entire 2020 program year as of December 31, 2020. The loss ratio reflects incurred claims as a percentage of pooled deposits collected. The 2020 Program Year loss ratio was 42.45%, trending favorably compared to historical averages of 56.8% for the Program average over 5 years and 40.49% for the Program average over 33 years.

Seth Cole added that although loss frequency is down, claims severity has risen, especially with Employment Practices Liability claims.

F. UNDERWRITING ISSUES

F.1. Actuarial Study

Seth Cole reviewed the item with the Committee. An actuarial study for the Pooled Liability Program will be performed prior to the December 31, 2021 renewal of the Program. Aon has provided a proposal to continue their engagement for another 3-year term. A copy was attached to this item for the Committee's review.

The cost of the Actuarial Study will be a Flat Fee of $12,500 annually. The fee for an onsite visit is $1,500 annually. The fee is the same as the expiring engagement.

In 2018, Aon was selected to provide Actuarial Services for the Pooled Liability Program through a competitive bid (RFP) process. CSRMA engaged Aon for a 3-year term. Prior to Aon, Willis Towers Watson had been CSRMA's actuary for more than 20 years; while the firm had been the same, the actuaries performing the studies over the years had changed.

A motion was made to engage Aon for a three (3) year term commencing with the 2021 study.

MOTION: Melissa Morton **SECOND:** Chad Davisson **MOTION CARRIED**

AYES: Davisson, Gallardo, Grantham, Morton, Ostly
NAYS: None
ABSTAIN: None
ABSENT: None

G. LOSS CONTROL

G.1. 2- Year Risk Control Work Plan

David Patzer reviewed the item with the Committee. The Chairs of the Workers' Compensation and Pooled Liability Committees form the Risk Control Work Plan Sub-Committee and develop proposed risk control work plan items for the upcoming program year. David walked through the draft Risk Control Work Plan outlining the Core Services, Continuing Services, and Proposed New Initiatives.

Notable items:

Core Items
- Item 9 C Increase webinars to minimum of 18 (from 12)
- Item 10 Added 10 annual physical demand assessments or industrial ergonomic trainings and 10 EPL webinars

Continuing Items
- Item 22 Update 15 CBT modules
- Item 23 Increase Risk Control and Safety Reimbursement funding
- Item 24 Increase Employee Health Promotion Reimbursement funding
- Item 25 Increase in Target Solutions subscription and annual maintenance fees

New Items
- Item 29 Develop 10 new web based training modules.
- Item 31 Added one year subscription to InspectionLink
- Item 32 Add access to Occumetric Physical Demand Calculator for all members
- Item 34 Sentinel software to support Return to Work initiatives and OSHA compliance

The final version of the draft Risk Control Work Plan incorporating both the Pooled Liability and Workers' Compensation Committees input will be presented to the Executive Board for discussion and adoption at the annual Long Range Planning meeting in March.

G.2. Draft Training Plan

David Patzer reviewed the item with the Committee. As part of the 2020/21 Long Range Action Plan, the Executive Board directed the Program Administrators to develop a Communication Plan to increase member engagement. The Communication Plan includes the annual training calendar to

help ensure that members are aware of upcoming trainings, with the objective being to increase membership involvement and awareness of CSRMA's available services and resources.

David discussed the various communications that CSRMA communicates to the membership annually ranging from Webinars to the EPL Hotline to the Did You Know Newsletter, as shown on page 45 of the agenda packet.

David then reviewed the draft Communications and Training Plan attached to the agenda item with the Committee.

The Pooled Liability Committee is in agreement with the presented draft training plan, which will be presented to the Executive Board for review and adoption.

G.3. Incentive(s) for Members to Attend Employment Practices Liability Seminars

David Patzer reviewed this item with the Committee. As a result of discussion at the 2020 Long Range Planning Session, the Executive Board directed the Program Administrators to develop strategies to address the increase in Employment Practices Liability (EPL) frequency and severity. The Pooled Liability Committee discussed this at their September 2020 meeting. The Committee discussed this topic at their last meeting and the following strategies were recommended to the Executive Board for consideration at their December 2020 meeting:

- Mandatory training for all member employees, including senior management;
- Liebert Cassidy Whitmore to provide training (10 Webinars) for all Pooled Liability Program members
- Incentivize senior management (General/District Managers and Department Managers) to attend at least 60% through
    - Increasing the amount available to them through the 2 reimbursement programs?
    - Discounted pool deposit?
    - Lower deductible?
- Increase the EPL deductible to $75K for all members and hold three virtual management level trainings annually; members who attend two of three of the trainings would have their deductible reduced to $25K;
- Promote additional equity in the workplace workshops.

The Executive Board decided in favor of codifying CSRMA providing ten employment law seminars each year and directed the Program Administrators to work with the Pooled Liability Committee to develop a framework for providing economic incentives for members to have their senior management team attend a minimum number of hours each year of training on areas of employment law concern to CSRMA. The Program Administrators are in process of scheduling the EPL seminars for the remainder of FY 20-21 with LCW.

The fiscal impact is $18,500 - $21,500 for ten (10) LCW Webinars. In light of there not being in-person CASA Conferences in the current fiscal year, funds budgeted for the training rooms and meals were redirected to cover a portion of these costs. The balance will be taken from the FY 20/21 CSRMA Provided Seminars Budget line item.

Based on the Committee's feedback the Program Administrators will be bring back recommendations for incentives for members to attend the EPL seminars for the Committee's consideration at their meeting.

H. INFORMATION ITEMS

H.1. ***"Poem of the Day"***

H.2. Article – ***Restaurant chains virus-related suit to proceed against Zurich***

H.3. Article – ***California to impose statewide rules for winery wastewater***

H.4. CSRMA 2021 Meeting Calendar

H.5. CSRMA Organizational Chart

H.6. CSRMA Service Team

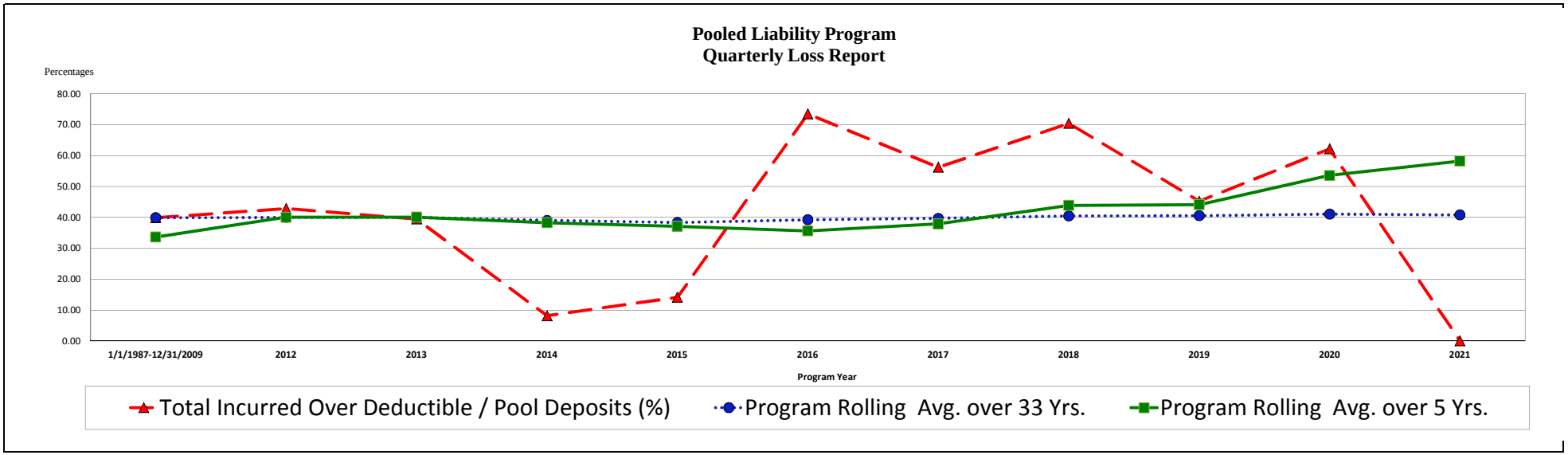
The Committee reviewed the information items.

I. ADJOURNMENT

The meeting was adjourned at 11:23 a.m. The next meeting is scheduled for May 3, 2021 (via Teleconference).

POOLED LIABILITY PROGRAM
Quarterly Claims Report
As of March 31, 2021

Program Year	PY 1-25	PY 26	PY 27	PY 28	PY 29	PY 30	PY 31	PY 32	PY 33	PY 34	PY 35	Program Avg	Program Avg
	1987-2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Over 5 yrs	Over 35 yrs
Number of Members	N/A	40	40	40	40	40	40	40	40	40	40	N/A	N/A
Total Number of Claims	2,718	201	116	126	139	146	99	65	104	48	10	65	108
Initial Pool Deposits	44,176,007	3,233,414	3,006,432	2,886,638	2,756,403	2,715,342	2,718,212	2,682,244	2,496,726	2,641,494	801,504	2,268,036	2,003,269
Total Paid To Date	22,685,621	2,129,797	1,640,946	714,614	933,248	2,498,276	1,529,287	2,279,594	1,136,282	927,531	48,508	1,184,240	1,043,534
Total Reserved	45,584	0	0	99,571	77,469	329,987	692,660	268,196	721,688	1,096,939	53,311	566,559	95,305
Total Incurred	22,731,205	2,129,797	1,640,946	814,185	1,010,717	2,828,263	2,221,946	2,547,789	1,857,970	2,024,470	101,819	1,750,799	1,140,260
POOL PENETRATION													
No. of Occurrences Over Deductible	288	14	10	6	10	13	12	12	4	6	0	7	11
Total Paid Over Deductible (per occurrence)	17,548,888	1,385,416	1,185,031	158,294	312,236	1,663,428	833,897	1,618,902	443,647	617,980	0	702,885	736,221
Total Reserves Over Deductible (per occurrence)	45,584	0	0	76,254	77,469	329,987	692,660	268,196	684,004	1,022,826	0	533,537	91,342
Total Incurred Over Deductible	17,594,472	1,385,416	1,185,031	234,548	389,705	1,993,415	1,526,556	1,887,097	1,127,651	1,640,806	0	1,236,422	827,563
Total Incurred Over Deductible / Pool Deposits (%)	39.83	42.85	39.42	8.13	14.14	73.41	56.16	70.36	45.17	62.12	0.00	54.52	41.31



Agenda Item No. F.1
Pooled Liability Committee Meeting
Meeting Date: May 3, 2021

Nevada County Sanitation District No. 1 – Prospective Member

ISSUE: The Nevada County Sanitation District No. 1 (NCSD) has asked CSRMA to provide them with a quotation for inclusion into the Pooled Liability Program effective July 1, 2021. They are not a member of the JPA and would be required to seek membership in CSRMA prior to coverage being bound.

RECOMMENDATION: The Program Administrators recommend that the Pooled Liability Committee recommend that the Executive Board authorize the Program Administrators to provide NCSD with a quotation for inclusion into the Pooled Liability Program.

FISCAL IMPACT: The approximate annual deposit is $300,000, of which the reinsurance and excess liability is a majority of the cost. This contemplates a $25,000 deductible.

BACKGROUND: The Wastewater Division of the Nevada County Public Works Department administers and maintains sewage collection systems and treatment facilities for Nevada County Sanitation District No. 1. The Sanitation District collects and treats 1,245,000 gallons of wastewater each day and provides sewer service to 5,230 accounts in western Nevada County with a population of 14,000.

The CSRMA Risk Control Advisor and Staff had a virtual meeting with the Wastewater Operations Manager (Brad Torres), the County Public Works Director (Trisha Tillotson) and the County Risk Manager (Nick Pool) to become acquainted with the Sanitation District and learn about their risk management efforts. The Program Administrators will provide a verbal report at the meeting.

The Sanitation District has had 19 claims over the past 10 years; five (5) of those claims were in excess of $25,000 (proposed deductible); total incurred for all claims is $1,363,844.73; of which $1,022,500.00 ($750,000 reserved) is attributed to one (1) claim in 2017.

The lead reinsurer, Munich Re, has approved the addition of NCSD to the Pooled Liability Program; albeit, at a cost higher than anticipated. As of this writing, the Program Administrators are waiting for formal approval from the remaining reinsurer/excess liability carriers on the Program.

ATTACHMENTS: General Liability Questionnaire.

Submit by Email Print Form

CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY

GENERAL LIABILITY QUESTIONNAIRE
FOR WASTEWATER AGENCIES AND DISTRICTS

POOLED LIABILITY PROGRAM AND PRIMARY INSURANCE PROGRAM

(PLEASE USE SEPARATE SHEET WHERE REQUIRED FOR EXPLANATION OF ANSWERS)

NAME OF AGENCY/DISTRICT: Nevada County Sanitation District #1 _____

The Agency/District warrants and agrees that the answers, including attachments, are in all respects true and shall be deemed material and that the California Sanitation Risk Management Authority (CSRMA) and any insurance company underwriters providing coverage will rely upon same when issuing a Memorandum of Coverage or insurance policy. The Agency/District further warrants that all pertinent information has been fully disclosed. The Agency understands that submission of the information creates no obligation on the part of the CSRMA and any insurance companies to provide a proposal. No proposal will be provided unless all questions are answered, and the questionnaire is signed by a duly authorized Agency or District official.

It is understood that coverage provided by any insurance company does contain an absolute or total pollution exclusion.

It is further understood and agreed that any insurance company is not responsible for the investigation or defense of any loss, injury or damage or any cost, fine or penalty or for any expense or claim or suit, related to pollution exposures.

SIGNATURE: _____

TITLE: _____

DATE: _____

LIABILITY INSURANCE SURVEY
UNDERWRITING INFORMATION

I. GENERAL INFORMATION

Agency Name: Nevada County Sanitation District #1

Phone Number: 530-265-1411

Fax Number: _____

Street Address: 950 Maidu Ave

Mailing Address: 950 Maidu Ave

City, State, Zip: Nevada City, CA 95959

Name of Person Completing Survey: Brad Torres

Is your agency a Joint Powers Agency? No
(If "yes," please include a copy of the JPA Agreement)

Please provide names of member agencies: _____

Miles of Sewer (excluding House Laterals): 135.15

Number of Employees: 18 employee

Nature of Services Provided *Directly* by Agency:

Wastewater Collection: Yes

Wastewater Treatment: Yes

Potable Water Treatment: No

Solid Waste Distribution: No

Recycled Water Production or Distribution: No

If Yes, what percentage of your ADDWF (influent) is reclaimed? _ %
Of this, what percentage is used off-site ____ %
for what purpose(s): _____

Miles of Recycled Water Line: _____

Are you engaged in any activities outside of your wastewater operations? No
(i.e. Van Pools, Selling of Biosolids, Cattle Ranching, etc.)

If Yes, please describe.

_____

Please describe any other operations:

_____

Nature of Services Contracted to Others: (Include Copies of Contracts)	**Annual Cost**
Wastewater Treatment:	**$** _____
Sludge Removal:	**$** _____
Sludge Disposal:	**$** 40,000.00
Other (describe):	**$** 20,000 for Instrument

Is there any other operational authority that your agency has that is not related to collection and/or treatment of waste water or sewage? No

If "Yes," please provide a description of these operations below:

_____

Sale of Processed End Products:	**Annual Sales**
Recycled Water:	$_____
Sewage Sludge:	$_____
Digester Gas:	$_____
Other: (Please describe)	$_____

Payroll Information	**Payroll**
Administrative:	$273,322.00
Sewage Disposal/Plant Operations:	$1,099,539.00
Sewer Cleaning (your operation):	$1,067,359.00
Sewer Mains or Connections Construction:	$0
Water Company:	$0
Water Mains or Connection Construction:	$0
Sewer Cleaning for Others:	$0

II. COMPREHENSIVE GENERAL LIABILITY INFORMATION

Briefly describe collection system, including comments on the following:

Gravity - Miles of Line:	72.3
Pumping Stations - How Many:	31
Force Mains - Miles of Line:	21.85
Pressure Sewers - Miles of:	10

Type of Terrain (explain): Sierra Nevada foothills, near lakes and creeks

Does your Agency have storm drain connections, open canal/ditch connections or open outfall: No

Dams, reservoirs, levees or ponds: Yes

If "Yes," please describe (including construction, downstream exposure, inspection procedures): Inspections are performed monthly inspecting water levels, vegetation growth, an

Does your Agency generate on-site electricity: No

If "Yes," please describe: _____

Permitted capacity of your treatment plant in MGD:	2.167
Licensed capacity:	2.167
Percentage in use:	52%

Average Daily Dry Weather Flow (Lowest 3 consecutive months): 1.124 mgd

(Attach flow data from monthly regional board report)

Does your Agency have joint ownership in a treatment plant: No

If "Yes," please provide a description of the relationship:

Water Exposures

(Please answer the following or write N/A as appropriate.)

Average daily flow for water exposure only (MGD): N/A

Miles of water pipeline: N/A

Number of water pump stations: N/A

What is your source of water? Nevada Irrigation Dis

Describe any treatment facilities for water only:

What chemicals are used?

III. AUTOMOBILE

1) *Please attach a full schedule of licensed vehicles, mobile equipment and trailers in use by your district including:*

- *Year, make and model*
- *Cost new of each*
- *Vehicle ID number*
- *City of garaging*
- *Gross vehicle weight*

2) *Please attach a list of drivers consisting of names, driver's license identification numbers and dates of birth for all employees.*

NOTE: CSRMA has a mandatory policy regarding driving standards which eliminate coverage for employees with six or more DMV Violation points in the last three years.

IV. PUBLIC OFFICIALS/EMPLOYEES

Names and official titles of governing board members:

Name	Title	(E)lected or (A)ppointed?
Heidi Hall	Supervisor Chair District 1	E
Ed Scofield	Supervisor District 2	E
Dan Miller	Supervisor Vice-Chair District 3	E
Susan Hoek	Supervisor District 4	E
Hardy Bullock	Supervisor District 5	E

For any appointed, please indicate by whom:

V. ANNUAL FISCAL STATEMENT OF AGENCY (3 YEARS):

	Revenues/Income	Expenditures
Current FY (budgeted):	$ 9,777,440	$ 10,684,662
Prior FY:	$ 12,630,521	$ 11,068,322
2 Years Prior FY:	$ 17,044,278	$ 15,897,250

Any subsidiary affiliated or related agencies, boards, commissions or authorities: No

If "Yes," provide name, function and budget for each specific entity:

In the past five years, have you had any of the following?

Strike, slowdown or other employee disruption:	No
Layoffs or reduction in services:	No
Allegations of unfair or improper treatment: (re: hiring, remuneration, advancement, termination)	Yes
Disputes involving discrimination/civil rights:	No
Grand jury investigation, recall proceedings:	No
Indictment of any public officials:	No

If "Yes," to any of above please explain below or provide supplemental information sheet.
Contact Human Resources

VI. SPILLS & OVERFLOWS

Please list and describe any overflow and spills occurring over the past 365 days (one year). Describe how these will be prevented in the future and which spills or overflows have been reported to the regional board. Describe your Agency's emergency procedures to mitigate backups.

Please attach any supporting documentation, if needed.

No spills in 2020 to early 2021.

PUBLIC ENTITY
ERRORS & OMISSIONS SUPPLEMENT

Please complete and sign this section so that we may obtain a quotation/renewal quotation through the CSRMA. ***For any "yes" responses, please attach detailed additional information.***

1) Please list any employees who have professional designations (i.e. attorneys, architects, engineers, accountants)?

Name	**Designation**

2) During the past five years, have there been any disputes or claims alleging:

a) Appropriation or condemnation of property?	No
b) Wrongful granting or refusal to grant zoning changes, building permits or similar allowances?	No
c) Wrongful approval of building designs or specifications?	No
d) Citizen complaints regarding operations (i.e. odors):	No
e) Regulatory violations (except NPDES)?:	

Other than the above, no fact, circumstance or situation indicating the probability of a claim or action is now known to any public official or employee: and it is agreed by all concerned that if there be knowledge of any such fact, circumstance or situation, any claim or action subsequently emanating therefrom shall be excluded from coverage here being applied for.

The official designated to receive any and all notices from the Authority, or their authorized representative(s), concerning this insurance is:

Nicholas Poole	Risk Manager
Name	Title

The undersigned declares that to the best of his/her knowledge and belief the statements set forth herein are true. Although the signing of this application does not bind the undersigned on behalf of the Authority, to affect coverage, the undersigned on behalf of the Authority agrees that this form and said statements shall be the basis of any quotation which may be submitted.

29-Jan-21	Nicholas Poole
Date	Public Official's Signature
	Nicholas Poole Digitally signed by Nicholas Poole Date: 2021.01.29 15:05:20 -08'00'
	Title

Agenda Item No. G.1
Pooled Liability Committee Meeting
Meeting Date: May 3, 2021

Incentive(s) for Members to Attend Employment Practices Liability Seminars

ISSUE: The Executive Board directed the Program Administrators to work with the Pooled Liability Committee (PLC) to develop a framework for providing economic incentives for members to have their senior management team attend a minimum number of hours each year of training on areas of employment law of concern to CSRMA.

Based on discussion at the Committee's February 2021 meeting, the Program Administrators are recommending the following training incentive program elements be considered:

- Increase the EPL deductible to $75K for all members and hold three virtual management level trainings annually on topics recommended by Liebert Cassidy Whitmore (LCW);
- Members who can provide documentation that at least 80% of their senior management team and supervisory staff attended two of three of the LCW trainings, or equivalent, and that have provided sexual harassment training to all employees, managers and supervisors within the previous year would have their deductible reduced to $25K.
- Provide a 5% premium reduction for member agencies who complete a CSRMA award recognition program application providing proof that all of the following have been completed:
    - Sexual harassment training to all employees, managers and supervisors within the previous year;
    - 80% of their senior management team and supervisory staff attended two of three of the LCW trainings, or equivalent;
    - All Board Members attended one governance training;
    - Agency representation at 10 CSRMA webinars in the previous year.

RECOMMENDATION: The Program Administrators recommend that the Committee discuss and provide direction.

FISCAL IMPACT: Unknown at this time.

BACKGROUND: As a result of discussion at the 2020 Long Range Planning Session, the Executive Board directed the Program Administrators to develop strategies to address the increase in Employment Practices Liability (EPL) frequency and severity. Strategies considered by both the Pooled Liability Committee and the Executive Board included:

- Mandatory training for all member employees, including senior management;
- Liebert Cassidy Whitmore to provide training (10 Webinars) for all Pooled Liability Program members and incentivize senior management (General/District Managers and Department Managers) to attend at least 60% through
    - Increasing the amount available to them through the 2 reimbursement programs?
    - discount pool deposit?
    - discount deductible?

- Increase the EPL deductible to $75K for all members and hold three virtual management level trainings annually; members who attend two of three of the trainings would have their deductible reduced to $25K;
- Promote additional equity in the workplace workshops.

ATTACHMENTS: None.

Agenda Item No. G.2
Polled Liability Committee Meeting
Meeting Date: May 3, 2021

CSRMA Risk Control Work Plan for 2021/22-2022/23

ISSUE: Attached is the Risk Control Work Plan for FYs 2021/22-2022/23 approved by the Executive Board at their March 2021 Long Range Planning Session.

RECOMMENDATION: None.

FISCAL IMPACT: As depicted on the attached work plan.

BACKGROUND: Each March, CSRMA Risk Control prepares an outline of the initiatives to be undertaken in the coming two years to address ongoing and new exposures.

At the 2011 Long Range Planning Session, the Executive Board thought it would be helpful and more efficient to form a Sub-Committee to review the Work Plan ahead of time. The Chairs of the Workers' Compensation and Liability Committees form the Risk Control Work Plan Sub-Committee and develop proposed risk control work plan items for the upcoming program year. The recommendations of the Risk Control Work Plan Sub-Committee are then presented to each Committee and their comments incorporated into the draft Risk Control Work Plan which is then presented to the Executive Board for discussion at the annual Long Range Planning meeting in March.

ATTACHMENTS: FYs 2021/22-2022/23 CSRMA Risk Control Work Plan.

California Sanitation Risk Management Authority

~ Risk Control Work Plan 21/22-22/23~

#	Existing Task	New Task	Core, Continuing, or New	Projected Cost	Services Provided By	Notes
1	Update the CSRMA Risk Control Survey Engine every 3 years to reflect regulatory changes, new and emerging exposures and best practices as directed by the Executive Board and the Workers' Compensation and Pooled Liability Committees. Administer the CSRMA Risk Control Survey every 3 years to the pooled program members. Following the deadline to complete the Risk Control Survey, conduct a follow up visit to review deficiencies and recommendations in each member's risk control survey report. All follow up visits will be completed prior to the administration of the next Risk Control Survey. Member site visits will be scheduled as member's complete the Risk Control Survey with priority given to those members scoring the lowest and with the highest x-mod.	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
2	Write and distribute 12 monthly editions of the Did You Know e-newsletter.	No change	Core	Included in Alliant contract for JPA Admin	Alliant	These are used to convey risk control and compliance information and to highlight different features/updates available on Risk Control Online
3	Update & distribute the CSRMA Member Contact Directory	No change	Core	Included in Alliant contract for JPA Admin	Alliant	This is used internally for targeted member communications and is also provided to other members for networking and problem-solving purposes. This is housed on the new Risk Control Online and is only accessible after logging into RCO with username and password.
4	Provide member hotline service via phone & email	No change	Core	Included in Alliant contract for JPA Admin	Alliant	Approximately 3hours/day is spent responding to member emails/phone calls and researching issues assistance is requested.

#	Existing Task	New Task	Core, Continuing, or New	Projected Cost	Services Provided By	Notes
5	Advertise and implement the CSRMA Risk Control and Wellness Reimbursement Programs	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
6	Provide annual workers' compensation and pooled liability loss analysis reports to each Committee and Executive Board	No change	Core	Included in Alliant contract for JPA Admin	Alliant	This reflects actual practice
7	Recommend expenditures from the CSRMA Safety Other budget to the Program Administrators that will benefit CSRMA's risk control efforts	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
8	Administer the CSRMA Workers' Compensation Excellence award program	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
9	Schedule, arrange & provide the following training seminars: a. CASA /CSRMA Risk Management Seminars 1. Summer 2. Winter b. A minimum of 18 webinars		Core	Included in Alliant contract for JPA Admin	Alliant	
10	Training: · Provide up to 6 training workshops at member locations on risk control topics, excluding CalOSHA & CalEPA regulatory compliance, affecting CSRMA · Oversee the administration of 10 annual vendor-provided physical demand assessments or industrial ergonomics trainings at member locations · Schedule and oversee 10 annual EPL online seminars on topics suggested by CSRMA legal counsel and/or LCW · Oversee implementation and utilization of Vector Solutions (*formerly Target)*	No change	Core	Included in Alliant contract for JPA Admin	Alliant	These workshops are provided to individual members, regionally and by request at CWEA training events. Typically, more than 6 requests are made per year and are provided, based on availability. Added 12/16/20: ergonomics and EPL training and Vector Solutions
11	Oversee the periodic update of the various CSRMA Risk Control manuals & training programs	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
12	Prepare agenda items for the various CSRMA meetings, as needed	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
13	Oversee the distribution of the CSRMA Well Workplace monthly newsletter	No change	Core	Included in Alliant contract for JPA Admin	Alliant	This is a popular monthly mailing encouraging workplace and personal wellness issues. This supports CSRMA's risk control efforts targeting soft tissue injuries and health risk factors that can contribute to workplace injuries. CSRMA currently distributes ~800 copies per month.

#	Existing Task	New Task	Core, Continuing, or New	Projected Cost	Services Provided By	Notes
14	Assist CSRMA with the development of risk control programs, initiatives & trainings to address ongoing and new loss exposures as needed or directed. Past topics addressed include: -Cyber security issues for employees and IT staff	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
15	Oversee the implementation of the CSRMA Workers' Compensation Claims Management Program	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
16	Coordinate with the efforts of the CSRMA Return to Work Consultant	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
17	Provide CSRMA with research/analysis of various risk control topics affecting CSRMA as needed/directed	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
18	Maintain a library of sample risk control materials for distribution to CSRMA as requested	No change	Core	Included in Alliant contract for JPA Admin	Alliant	Members routinely request sample CalOSHA, SWRCB and employment policies to use as the basis for developing their own.
19	Communicate with the CSRMA Program Administrator's to facilitate the delivery of risk control services	No change	Core	Included in Alliant contract for JPA Admin	Alliant	
20	Prepare an annual 2-year Risk Control Work Plan for presentation to the CSRMA Executive Board at their annual Long Range Planning meeting	No change	Core	Included in Alliant contract for JPA Admin	Alliant	

Continuing Risk Control Programs for FY21/22-22/23							
#	**Task**	**Justification**	**Core, Continuing or New**	**Projected FY21/22 Costs**	**Projected FY22/23 Costs**	**Services Provided By**	**Notes**
22	Update and refresh ~~10~~ 15 online training modules. Modules targeted for FY 21/22 will be the oldest modules and any requiring an update due to regulatory changes. · Multi-employer liability · Near Miss · Housekeeping · Hot Work · Emergency Action Plan · Competency Based Training · Underground Utility Locating · USA Call Before You Dig · Accident Prevention Signs and Tags · Chainsaw Safety · Crane and Hoist Inspections · Workers' Compensation for Employees · Workers' Compensation for Employees · New Employee Safety Orientation for Office Workers · New Employee Safety Orientation for Collections Workers	History: CSRMA's goal was to update and refresh the look and feel of **10** out ~110 CSRMA online training modules each year in order to keep them current and maintain interest of the members and subscribers. CSRMA has consistently updated/refreshed 10CBTs/year. At the 2018 LRP, the EB discussed updating 20 each year so that CBTs are updated every 5-7years rather than the current rate of once every 10-12years. 2020 LRP: Recommended to update 15CBTs/year	Continuing	$36,000	$36,000	Proposed: DKF Solutions Group	Updated FY20/21: - Electrical Safety - Emergency Eyewashes and Showers - Fall Protection - Grounds Safety - Hearing Conservation - Hydrogen Peroxide - Injury and Illness Prevention Program - Ladder Safety - OSHA Inspection - Personal Protective Equipment - Pneumatic Tool Safety - Power and Hand Tool Safety - Slips, Trips and Falls - Sodium bisulfite - Supervision for Safety
23	Risk Control and Safety Reimbursement	Continuation of the incentive program created by the Workers' Compensation Committee in 2009.	Continuing	$48,000	$48,000	NA	This budget item is fully utilized each year; the WCC has recommended this program be available to members of either pooled program.
24	Employee Health Promotion Reimbursement	Continuation of the incentive program created by the Workers' Compensation Committee in 2009.	Continuing	$37,000	$37,000	NA	This budget item is fully utilized each year; the WCC has recommended this program be available to members of either pooled program.
25	CSRMA's subscription to Target Solutions and annual maintenance fee		Continuing	$102,500	$120,100	Vector Solutions	

26	Update, manage, provide support and drive utilization for the CSRMA Target Solutions, including instructional webinars and other video tutorials.	This service requires update, member training and oversight to remain useful to the membership.	Continuing	$24,000	$24,000	DKF Solutions	
27	Technical support for RCO and CSRMA-developed content.	The past year has been marked by a substantial increase for the need to have technical support available to RCO and CSRMA-developed tools/resources. SIPE is unable to provide this. KBF Services has provided this service largely at no cost in the past as the need was limited. Due to the increased volume of support requests, KBF Services is charging for their time this FY and going forward.	Continuing	$5,000	$5,000	KBF Services	
28	Annual support for Builders (usage and programming)		Continuing	$8,400	$8,400	DKF Solutions and AndPlus	
Total Projected Cost for Continuing Items:				**$260,900**	**$278,500**		

New Initiatives for FY21/22 and 22/23							
#	Task	Justification	Core, Continuing or New	Projected FY21/22 Costs	Projected FY22/23 Costs	Services Provided By	Notes
29	Develop 10 new web based training modules. Topics envisioned target areas of CSRMA's highest loss frequency, greatest risk or new regulatory requirements. Topics envisioned for FY20/21 include: · Conducting Pretreatment/ industrial waste inspections ($3,500) · Performing safety inspections at a wastewater treatment plant ($3,500) · CalOSHA Construction safety for Engineers, Project Mgrs and Construction Inspectors ($3,500) · Supervisory Skills for the New Supervisor Part 1 ($3,500) · Supervisory Skills for the New Supervisor Part 2 ($3,500) · Supervisory Skills for the New Supervisor Part 3 ($3,500) · Conducting Commercial Vehicle Pre-Trip Inspections. ($3,500) · Manhole Inspection and Rehab Basics and Considerations ($3,500) · Temporary Lane Closures ($3,500) · TBD ($3,500)	The goal of this annual work plan item is to help ensure members have access to training materials related to CSRMA's exposures and new regulatory requirements that may impact CSRMA member risks.	New	$35,000	$35,000	DKF Solutions Group	Topics completed in FY20/21: · Preparing for your next SSO/Backup · SSO Response, Vol Estimation, Cleanup, Docs · Tactical Communication Skills · What to Do Following a Vehicle Accident · How to Identify Tasks Putting Employees at Risk of Back Injuries · Resilience Planning for Remote Facilities · Continuity of Operations Planning for Wastewater Agencies · Common Fall Hazards and Solutions for Wastewater Workers · Email and Web Browsing Cyber Security Best Practices · Easement Maintenance Parts 1-3 (3 CBTs)
30	SMART SOP improvements	The following are items that we've either recv'd feedback members would like to see or we believe ought to be pursued. Please note this list would take ~$75-$125k to complete. The recommendation is that the list be prioritized and tackled in $15-$25k chunks each year.	New	$25,000	$25,000	DKF Solutions Group and AndPlus	

New Initiatives for FY21/22 and 22/23							
#	Task	Justification	Core, Continuing or New	Projected FY21/22 Costs	Projected FY22/23 Costs	Services Provided By	Notes
		1. Duplicate SOPs (create new from existing) 2. In-app image editing 3. Multi-step draft/edit process (i.e., procedures can be passed back and forth between creators and reviewers before publishing final—currently the workflow is Develop Draft >> Submit for Approval >> Approve) 4. Search/Filter SOP/LOTO lists 5. Download a certain number of SOPs for offline viewing 6. Template library (global) 7. Expand help/FAQs on website and/or in-app 8. Backend administrator management 9. add/delete users, etc.) 10. Bug fixes and backend maintenance (performance, security, compatibility, etc.) 11. Add a CSRMA Pool folder so CSRMA can push documents= SOPs, JITT tools, etc to the employees of members					
31	Physical Demand Calculator: Identify the physical demands for various tasks and identify those tasks placing employees at risk.	This tool provides data that helps match worker and task, identifies tasks that need to re-designed due the soft tissue hazards involved and will help address CSRMA's #1 type of injury (soft tissue) and the cause (strain/overexertion). Members currently pay Don Freeman $6k to have him evaluate 10 positions. For $10k/year all members would have access to his web application that will provide the same output. For members wanting additional help, members would pay $100/job classification to have Don remotely work the application for	New	$10,000/ year for 3 years	$10,000/ year for 3 years	Occu - Metric	

New Initiatives for FY21/22 and 22/23							
#	Task	Justification	Core, Continuing or New	Projected FY21/22 Costs	Projected FY22/23 Costs	Services Provided By	Notes
		them and provide/explain the results.					
32	Update the CSRMA Contractor Safety Program on Risk Control Online · Update the CSRMA Contractor Safety Program · Update the existing Project Specific Safety Specifications Builder · Provide access to the Worksite Safety Inspection on InspectionLink – see item #31- that will allow for photos, cross referencing of CalOSHA's construction safety regs, documenting contractor safety issues.	It's been several years since we've looked at the contractor safety tools CSRMA has developed for members. CalOSHA's Multi-employer worksite safety reg has been around long enough we have clearer understanding on how the host employer (ie the CSRMA member) can build an affirmative defense against being cited under this reg. Additionally, technology is at a point we can make building that defense easier for members.	New	$8,000	NA	DKF Solutions Group	
33	Cybersecurity Training	In response to the hacking of a water treatment facility's SCADA system in Florida in February 2021, CSRMA should monitor the investigation's results and provide training to CSRMA members on the findings and countermeasures.		$15,000			
			TOTAL	**$93,000**	**$70,000**		

	Approved in FY 19/20 for FY20/21	Projected FY 21/22	Proposed FY 22/23
Proposed Continuing Risk Control Programs	***$251,400***	***$260,900***	***$278,500***
Proposed New Initiatives	***$70,000***	***$93,000***	***$70,000***
Total	***$321,400***	***$353,900***	***$348,500***

Fiscal history:
-FY 08/09 Outside Safety Consultant Budget: $225,000
-FY 09/10 Outside Safety Consultant Budget: $222,000
-FY 10/11 Outside Safety Consultant Budget: $205,000
-FY 11/12 Outside Safety Consultant Budget: $174,000
-FY 12/13 Outside Safety Consultant Budget: $188,600
-FY 13/14 Outside Safety Consultant Budget: $203,000
-FY 14/15 Outside Safety Consultant Budget: $177,500
-FY 15/16 Outside Safety Consultant Budget: $196,500
-FY 16/17 Outside Safety Consultant Budget: $193,000
-FY 17/18 Outside Safety Consultant Budget: $297,550
-FY 18/19 Outside Safety Consultant Budget: $260,800
-FY 19/20 Outside Safety Consultant Budget: $284,600
-FY 20/21 Outside Safety Consultant Budget: $321,400

Agenda Item No. G.3
Pooled Liability Committee Meeting
Meeting Date: May 3, 2021

PFAS in Water and Wastewater Treatment Plants

ISSUE: PFOA and PFOS are two of the most common forms of the contaminant known as perfluoroalkyl and polyfluoroalkyl substances (PFAS). Recently, PFAS have caught the attention of regulators and litigants throughout the country. As public pressure to regulate PFAS increases, agencies such as water districts and wastewater districts fear that they could be the targets of lawsuits for allegedly contributing to the dispersion and spread of PFAS pollution.

The attached article from the National Law Review (2/17/21) provides a discussion of current regulatory and litigation trends.

RECOMMENDATION: Review and discuss.

FISCAL IMPACT: None at this time.

BACKGROUND: None

ATTACHMENTS: Article - PFAS Water Utility Lawsuit Shows an Increasing Trend

THE
NATIONAL LAW REVIEW

PFAS Water Utility Lawsuit Shows An Increasing Trend

Article By
John Gardella
CMBG3 Law
CMBG3 Legal Resource

- Environmental, Energy & Resources
- Pennsylvania

Wednesday, February 17, 2021

In the latest PFAS water utility lawsuit (PAWC Complaint – PFAS), the Pennsylvania-American Water Co. ("PAWC") sued numerous PFAS manufacturers over allegations that the companies knowingly or negligently allowed the contamination of the drinking water in the state of Pennsylvania. Now, the PAWC alleges, it will need to spend significant amounts of money to remediate drinking water sources, which many estimate will be alleged to be hundreds of millions in alleged damages sought by the PAWC. While the lawsuit by the water utility is certainly not the first of its kind, it is nevertheless significant due to the fact that the PAWC owns and controls 67 public water systems and over 100 groundwater wells throughout Pennsylvania, which provide drinking water to approximately 2.4 million citizens, making the scope of the impact and potential remediation costs some of the largest to date.

What Are PFAS and Why Are They a Concern?

Per- and poly-fluoroalkyl substances ("PFAS") are a class of over 7,000 manmade compounds. Chemists at 3M and Dupont developed the initial PFAS chemicals by accident in the 1930s when researching carbon-based chemical reactions. During one such experiment, an unusual coating remained in the testing chamber, which upon further testing was completely resistant to any methods designed to break apart the atoms within the chemical. The material also had the incredible ability to repel oil and water. Dupont later called this substance PFOA (perfluorooctanoic acid), the first PFAS ever invented. After World War II, Dupont commercialized PFOA into the revolutionary product that the company

branded “Teflon.”

Only a short while later, 3M invented its own PFAS chemical – perfluorooctane sulfonate (PFOS), which they also commercialized and branded “Scotchgard.” Within a short period of time, various PFAS chemicals were used in hundreds of products – today, it numbers in the thousands.

The same physical characteristics that make PFAS useful in a plethora of commercial applications, though, also make them highly persistent and mobile in the environment and the human body – hence the nickname, “forever chemicals.” While the science is still developing regarding the extent of possible effects on human health, initial research has shown that PFOA and PFOS are capable of causing certain types of cancer, liver and kidney issues, immunological problems, and reproductive and developmental harm.

PFAS Water Utility Litigation To Date

The Pennsylvania lawsuit is not the first lawsuit brought by a water district seeking to recoup the costs of cleanup and decontamination of PFAS. For example, on October 27, 2020, another California water district (the Santa Clarita Valley Water Agency) brought a similar, albeit much less extensive, lawsuit for PFAS cleanup costs. Shortly thereafter, in December 2020, eleven water districts in Orange County, California filed a lawsuit for PFAS remediation costs from drinking water and publicly estimated the damages to be over $1 billion. However, it was a lawsuit in 2010 brought by the state of Minnesota alleging environmental pollution against PFAS manufacturers that began the ever-increasing litigation brought by states, municipalities, and water districts for PFAS cleanup costs.

In 2010, Minnesota brought the first PFAS pollution claim against 3M for negligently discharging PFAS used in the manufacture of Scotchgard into sources of drinking water. The lawsuit resolved in 2018 for $850 million, which the state used to fund drinking water and water sustainability projects in the areas affected by contamination. Several states have since followed suit, including Michigan, whose Attorney General sued 17 companies that manufactured PFAS in January 2020 alleging causes of action under the Natural Resources and Environmental Protection Act, the Michigan Fraudulent Transfer Act, and Michigan’s laws of negligence, trespass, public nuisance, and unjust enrichment. This case will likely take years to resolve, but will shape the future of PFAS litigation, especially since the lawsuit involves a much broader list of defendants that the Minnesota case. The below chart shows the amounts of reported settlements in environmental pollution cases related to PFAS:

Year of Settlement	Amount	State
2018	$850 million	MN
2018	$4 million	AL
2019	$2.7 million	MN
2019	$35 million	AL
2020	$55 million	MI

2020	$113 million	MI

More recently, water districts from coast to coast either have or are contemplating bringing lawsuits similar to the ones filed in California and Pennsylvania. Ever-increasing public and media pressure have caused PFAS to be one of the most (if not the most) prevalent toxic tort agents discussed in mainstream media. The result has been a slew of passed and proposed legislation in states to regulate PFAS, as well as increased pressure on the EPA to regulate PFAS at the federal level. In turn, agencies such as water districts and wastewater treatment facilities fear that they could be the targets of lawsuits for allegedly contributing to the dispersion and spread of PFAS pollution. Such lawsuits could assert claims under the Clean Water Act and the Resource Conservation and Recovery Act. In short, the allegations would state that the facilities failed to install costly technology that would adequately filter PFAS from water sources. By failing to do so, these facilities (either knowingly or unknowingly) sent PFAS-contaminated water further downstream to other water districts.

As the lawsuits pile up, some water district and wastewater treatment facilities have begun to proactively install state-of-the-art multi-million-dollar filtration systems that eliminate PFAS. However, districts have also begun to fight back and, like some states, are looking to companies that discharge PFAS into the air, water, or soil for contribution. More municipalities, water boards, and treatment facilities are likely to follow in Pennsylvania's footsteps, as the costs of cleanup continue to increase, and parties look to municipalities and treatment facilities to pay damages for PFAS pollution to drinking water.

Future Trends For Water Utilities

Faced with mounting pressure by the public and media to take action, we predict that in 2021, several other water utilities, states, and municipalities will file lawsuits for PFAS cleanup costs to drinking water. As the lawsuits increase, so, too, will the breadth of companies that are brought into the lawsuits. While the chemical manufacturers themselves will remain the focus of litigation for the foreseeable future, water utilities (similar to trends often seen in products liability lawsuits) will look to PFAS polluters more broadly to recoup as much of the PFAS remediation costs as possible.

©2021 CMBG3 Law, LLC. All rights reserved.

National Law Review, Volume XI, Number 48

Source URL: https://www.natlawreview.com/article/pfas-water-utility-lawsuit-shows-increasing-trend

Agenda Item No.G.4
Pooled Liability Committee Meeting
Meeting Date: May 3, 2021

Spring/Summer/Fall 2021 Area Training Update

ISSUE: As part of CSRMA's ongoing risk control efforts, training is provided on topics of interest to the CSRMA membership at multiple locations throughout the year.

Topic	Tentative Dates	Tentative Locations
Industrial Ergonomics/Biomechanics (Don Freeman) at 10 member locations *Note: This is a continuation of Part II of CSRMA's industrial ergonomics/biomechanics training effort that began in 2014. As part of the program, ~10 members/FY receive this training.*	July-June '22	· TBD
Sewer Summit	October 20	Tentative: Oakland Airport Hilton Exploring virtual conference options
Webinars: · Confined Space Ventilation · After the Pandemic – Returning to Normal Operations · Return to Work: The Top 5 Obstacles to Success · Resilience Planning for Remote Facilities · Wildfire Preparedness · Wildfire Prevention · Effective Sewer Cleaning Techniques · Email and Web Browsing Cyber Security Basics	May-Sep '21	Webinars

RECOMMENDATION: None – information only.

FISCAL IMPACT: Approximately $60,000. These training programs are part of the 20/21 and 21/22 risk control training budget.

BACKGROUND: As part of CSRMA's ongoing risk control efforts, training is provided on topics of interest to the CSRMA membership at multiple locations throughout the year. Each

training topic is selected based on timeliness and member need. Further, each training event has two goals:

- Ø To provide information and training that is timely, useful, understandable and practical for the purpose s of loss control and regulatory compliance;
- Ø To reach the largest number of people for which the training was designed in the most cost-effective manner possible.

ATTACHMENTS: None

Earth Day

BY JANE YOLEN

I am the Earth
And the Earth is me.
Each blade of grass,
Each honey tree,
Each bit of mud,
And stick and stone
Is blood and muscle,
Skin and bone.

And just as I
Need every bit
Of me to make
My body fit,
So Earth needs
Grass and stone and tree
And things that grow here
Naturally.

That's why we
Celebrate this day.
That's why across
The world we say:
As long as life,
As dear, as free,
I am the Earth
And the Earth is me.

Jane Yolen, "Earth Day" from The Three Bears Holiday Rhyme Book. Copyright © 1995 by Jane Yolen. Reprinted by permission of Houghton Mifflin Harcourt.

Source: The Three Bears Holiday Rhyme Book (Houghton Mifflin, 1995)

America’s Obsession With Wipes Is Tearing Up Sewer Systems

bloomberg.com/news/articles/2021-03-26/pandemic-wipes-create-sewer-clogging-fatbergs

Gerald Porter Jr.

Undissolved wipes are pulled from the water at a wastewater treatment facility in New York in 2019. The so-called fatberg problem has only gotten worse in recent months.
Photographer: David 'Dee' Delgado/Bloomberg

Even before the pandemic, Americans were already flushing far too many wipes into the sewer system. After a year of staying at home, the pipe-clogging problem has gotten worse.

Just ask Larry Hare, who says he immediately observed the change from his vantage point as the manager at a wastewater reclamation facility in Des Moines, Iowa.

Sewer backups are up 50%, and he attributes this to the flushing of wipes, which don’t break down in water like toilet paper. “We’ve always had the problem, but it just hasn’t been as big a problem as it is currently,” Hare said.

With consumers cleaning everything from counters to doorknobs in hopes of thwarting the coronavirus, sanitary wipes are more popular than ever. In the 12 months through late January, their sales surged 75%, according to data from Nielsen. But the blockages they

create when flushed — dubbed fatbergs— have become a costly headache. The Des Moines Metropolitan Wastewater Reclamation Authority has spent more than $100,000 over the past year and deployed specialized block-clearing trucks about 30 times, according to Hare. Similar problems are plaguing cities and towns across the U.S., and they're being forced to spend more and more on fixing the problem.

The Pandemic Habit of Flushing Wipes Is Clogging Sewer Systems
The Pandemic Habit of Flushing Wipes Is Clogging Sewer Systems
The Pandemic Habit of Flushing Wipes Is Clogging Sewer Systems

U.S. municipalities shell out at least $1 billion annually on maintenance to remove clogs caused by wipes, according to the National Association of Clean Water Agencies, a group that advocates for better water policies. In Charleston, South Carolina, the problem has gotten so bad during the pandemic that the city's water management agency filed a lawsuit against major manufacturers and retailers, accusing them of falsely labeling some wipes as flushable. Last year, Washington became the first state to pass legislation requiring manufacturers to label their products with "do not flush" disclaimers, and states including California have also introduced bills that would mandate similar labels.

See Also: In Fatberg Fight, New York Goes to War Against Flushable Wipes

The term fatberg originated in the U.K. and describes the tangled black masses of wipes and congealed cooking fat that accumulate in sewage systems. One 40-metric ton specimen under London was estimated to be the size of a double-decker bus. Because the clogs happen further down the line, most consumers are unaware of them. This lack of visibility, combined with higher wipes sales during the pandemic, has exacerbated the problem, said Gary Hawkins, a professor in water resource management at the University of Georgia.

"It's one of those out of sight, out of mind type things," said Hawkins.

A mass of wipes removed from sewer pipes in Charleston, South Carolina.
Courtesy of Charleston Water System

The Charleston Water System has faced some of its worst bouts with fatbergs in the last year. Pre-pandemic, crews only saw about two clogs per month in its pump stations. That jumped to an average of 16 clogs per month from April to June 2020, and the contractors and specialized trucks used to clear them out added an extra $110,000 to the agency's costs, said Baker Mordecai, Charleston's director of wastewater collection. The problem has persisted.

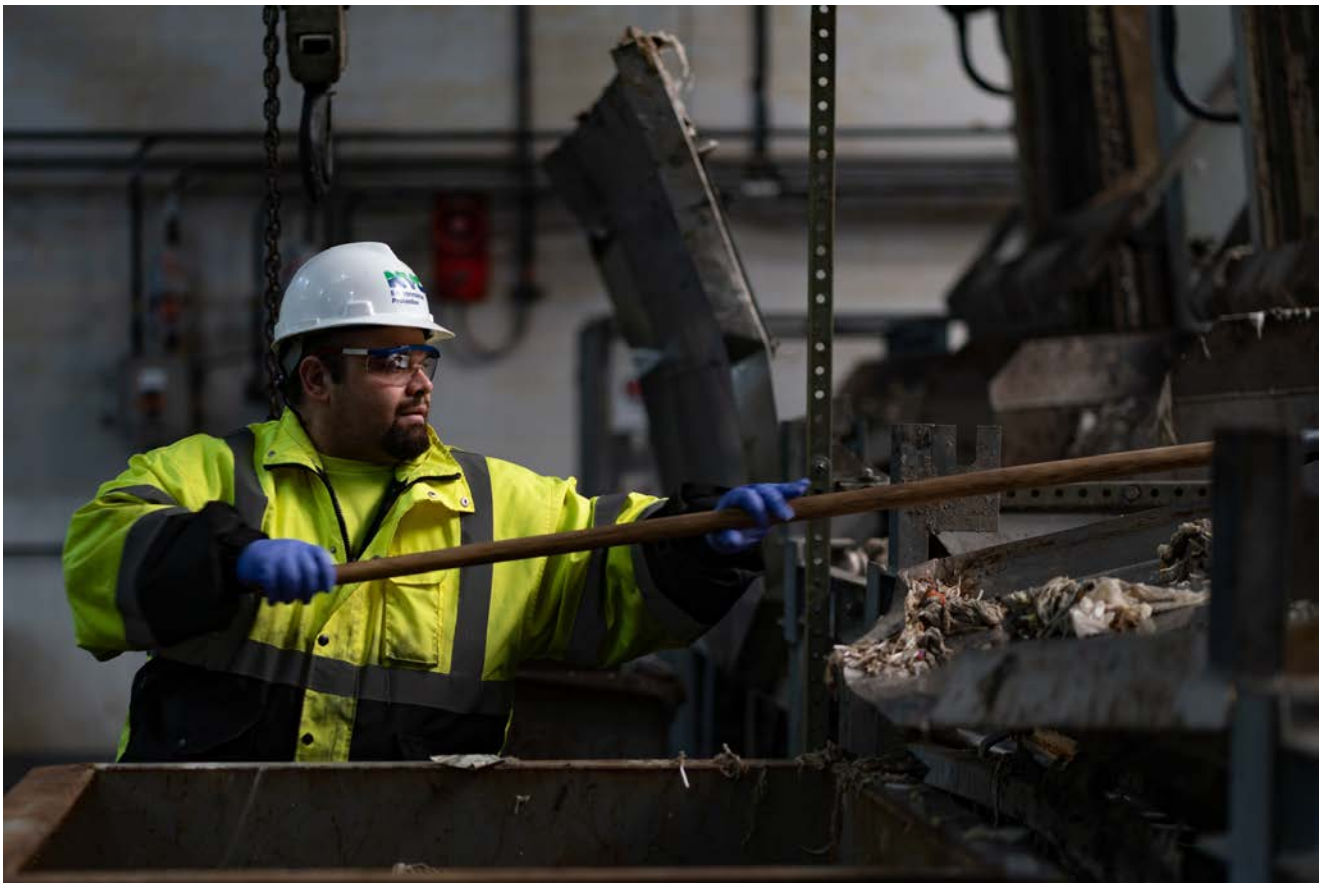
"We would have thought we'd see a huge drop because people are starting to go back to work," he said. "But we haven't really noticed any major decrease in the amount of wipes that we're taking out of the system."

Deeper in the city's sewers, Charleston officials have increased preventive maintenance as clogs become more frequent. Workers had to triple their weekly cleanings and roll out four times as many wheelbarrows full of debris from one of the area's largest shafts. In response, the city increased its anti-fatberg budget to $360,000 — a 44% increase from the previous year. Despite the financial boost, mounting expenses means the ultimate consequence for residents, Mordecai said — paying the maintenance costs via a billing increase.

Cities are changing fast. Keep up with the CityLab Daily newsletter.The best way to follow issues you care about

By submitting my information, I agree to the Privacy Policy and Terms of Service and to receive offers and promotions from Bloomberg.

Cynthia Finley, the director of regulatory affairs for NACWA, the water advocacy group, said flushed wipes are "really a menace to the entire system." While consumers are putting them down the drain, manufacturers haven't always made it clear that the products can't and shouldn't be flushed. Charleston argues in its federal lawsuit that "flushable wipes do not break apart or disperse in a reasonable period of time, resulting in massive continuous damage."



A sewage treatment worker collects wipes pulled from the water at a wastewater treatment facility in Brooklyn, New York, in 2019.
Photographer: David 'Dee' Delgado/Bloomberg

Last year, leading manufacturers of wipes formed the Responsible Flushing Alliance to educate consumers about "responsible and smart flushing habits." The group, which includes Procter & Gamble Co., Georgia Pacific and Kimberly-Clark Corp, is working to raise awareness around the impact of flushed wipes. As part of the initiative, the alliance is advocating for "do not flush" labels on non-flushable products.

Cities and towns across the nation, meanwhile, are carrying out their own educational outreach. The aim is to prevent the fatberg problem from ballooning, especially while local finances are increasingly strained by the pandemic. New York City is calling on residents to “trash it. Don’t flush it.” King County, Washington, which is home to Seattle, has a similar message. Terry Lauritsen, engineering and water utilities director for the city of Bartlesville, Oklahoma, said wipes cause more than 90% of clogs and his department started an “aggressive public awareness campaign” to fight it.

“The pandemic has made an existing problem worse,” said Lauritsen. “It is not a new problem and it likely won’t end completely once people resume normal activities.”

Travelers RMplusonline

rmplusonline.com/article.cfm

Vendor Fraud: Steps For Preventing It From Happening To Your Organization

A grand jury recently indicted a former IT director and his daughter on 334 counts of corrupt activity, aggravated theft, and money laundering.

The man worked as the IT director for the Geauga County Auditor's Office in Ohio.

In September 2017, an employee at the Auditor's Office contacted the Geauga County Prosecutor's Office about irregularities relating to one of the county's vendors. Over a year, the county had paid the vendor, a technology organization, $260,000 for IT services. Investigators found that the vendor was owned and operated by the IT director's daughter.

According to the county prosecutor, the IT director used a series of invoices and bank transactions to divert approximately $1.8 million from the Auditor's Office to himself and his daughter through the vendor over an eight-year period.

A second, unnamed vendor also received payments in the fraud scheme. Tawana Roberts "Grand jury indicts former Geauga County IT head, daughter on embezzlement charges," *www.news-herald.com* (Jan. 29, 2018).

Commentary

Executives, managers, and employees who commit vendor fraud can embezzle millions of dollars from the employer.

One type of vendor fraud occurs when an employee creates a fake vendor to funnel money into his or her own pocket, as occurred in this case. In these schemes, employees falsify documents to get the organization to make payments to the fake vendor.

Another type of vendor fraud involves employees accepting bribes from a vendor in exchange for awarding the vendor additional, sometimes unnecessary, contracts.

The best way to avoid falling prey to vendor fraud is to check out your vendors before hiring them. Always perform a background check and avoid any vendors that have a history of criminal or questionable behavior. Discover who owns the vendor and who is on its board. Ask the vendor for references from other clients they work with, and ask the clients if they have ever had any discrepancies between what they paid the vendor for and what they received.

Do not give one employee sole control over hiring and overseeing vendors. The best practice is to have several employees in different departments (to reduce the risk of collusion) hire and monitor vendors. Employees tasked with hiring vendors should always meet with the vendor personally and ask for the vendor's tax ID number and other documentation that proves the vendor is legitimate.

When possible, select vendors who have a solid reputation in the field and a long history of working with multiple organizations.

Routinely check vendor information against employee information. Although an employee will likely use a different name to set up a fake vendor, he or she might use the same address or phone number. Cross-referencing these records can expose vendor fraud.

Organizations should also routinely audit their vendor payments to make sure that they received all of the products or services for which they pay. Finally, look for charges that seem unnaturally high or not in line with industry averages. If you notice any unexplained or suspicious charges, immediately investigate the matter.

Travelers RMplusonline

rmplusonline.com/article.cfm

Remote Access Software And Network Segmentation: A Problem And A Solution?

Local and federal authorities are investigating after hackers broke into the Oldsmar water treatment system in Florida and tried to poison the water supply. Hackers increased the amount of lye in the water by a factor of more than 100.

Lye is used in small amounts to control the acidity of the water. However, in large quantities it can burn skin, cause hair loss, and be fatal if ingested. Oldsmar provides water to businesses in the city as well as approximately 15,000 residents.

Around 8:00 a.m. on February 5, 2021, the plant operator who was monitoring the system noticed that someone else had briefly accessed it. The operator was not alarmed because his supervisor frequently accessed the system remotely.

However, at around 1:30 p.m. that day, the operator saw someone access the system again; take control of the mouse and access the software that controls water treatment; work in the software for several minutes; and increase the amount of sodium hydroxide from 100 parts per million to 11,100 parts per million.

After the hacker left the system, the operator immediately corrected the concentration of lye.

According to the sheriff, there was no adverse effect on the water and the public was never in danger. Even if the operator had not seen the breach, it would have taken a day for the contaminated water to enter the water supply and redundancies in the system would have caught the change in the pH level, he said.

City officials noted that several safeguards are in place to prevent contaminated water from entering the water supply. The city has disabled the remote-access system that was used to breach the treatment system.

The FBI, Secret Service, and Pinellas County Sheriff's Office are investigating the case. The sheriff said they do not know why Oldsmar was targeted.

The authorities have alerted other municipalities in the area and encouraged them to safeguard their water treatment systems and other infrastructure. Jack Evans "Hackers Attempt to Poison Florida City's Water Supply" tampabay.com (Feb. 09, 2021).

Commentary

Do you segment your network?

Your Opinion Matters to Us!

To view what others think, log in and go to the Knowledge Vault to View Poll Results.

In the above matter, the remote access privileges were most likely access point for the cyber intruder. If the intruder gained access via the remote access software (perhaps via the supervisor), they would have the same access as the supervisor.

In addition to eliminating remote access, organizations should consider implementing network segmentation. Through segmentation, criminals that gain access to part of your network will not automatically have access to all of your data and operations.

Cybersecurity experts can help you determine what type of network segmentation is right for your organization. Using firewalls is the most common way to segment networks, but other options include switches, air gaps, analog phone lines, virtual Local Area Network (vLAN), and point-to-point encryption.

Although cybersecurity experts strongly recommend network segmentation, organizations have been slow to adopt the practice. According to a 2019 survey conducted by network security provider Illumio, only 19 percent of organizations used network segmentation at the time, and 55 percent said they had no plans to implement it.

CSRMA MEETING CALENDAR 2021

JANUARY	FEBRUARY	MARCH	APRIL
CSRMA EB - WED - 27	CSRMA LIAB - MON - 1	CSRMA EB & LRP (LITE) - TUES - 9	CSRMA EB - THUR - 15
CSRMA BD - THUR - 28	CSRMA WC - TUES - 16	CSRMA OC - THUR - 25	CSRMA FIN - MON - 19
CASA January 27 - 29 Virtual			
MAY	**JUNE**	**JULY**	**AUGUST**
CSRMA LIAB - MON - 3	CSRMA EB - MON - 7	CSRMA OC - TUES - 13	CSRMA EB - WED - 11
CSRMA OC - TUES - 11	CSRMA BOD - THUR - 24		CSRMA BD - THUR - 12
CSRMA WC - WED - 19			
			CASA August 11 - 13 San Diego
SEPTEMBER	**OCTOBER**	**NOVEMBER**	**DECEMBER**
CSRMA LIAB - MON - 13	CSRMA LRP (FULL) & EB - MON - 4	CSRMA LIAB - MON - 1	CSRMA EB - MON - 6
CSRMA OC - FRI - 17	CSRMA WC - TUES - 19	CSRMA OC - FRI - 5	CSRMA OC - THUR - 16
		CSRMA FIN - MON - 8	
CAJPA September 21 - 24			
South Lake Tahoe			

CSRMA
Board of Directors
58 Members

Finance Committee
Jason Warner, Chair
Matt Anderson
Philip Leiber
VACANT

Executive Board
Craig Murray, Carpinteria SD (President)
Sandeep Karkal, Novato SD (Vice President)
Melissa Morton, Vallejo Flood & WW District
Roland Williams, Castro Valley SD
Michelle Gallardo, Dublin-San Ramon SD
Betty Burnett, South Orange County Wastewater Authority
Steve Wagner, Goleta SD
Teresa Herrera, Silicon Valley Clean Water (Alternate)

Officers Committee
Craig Murray
Sandeep Karkal

Treasurer-Auditor
Jason Warner

Secretary
George Emerson

Legal Counsel
Byrne Conley, Esq.
Gibbons & Conley

Coverage Counsel
Alan Swerdlow, Esq.
Boornazian, Jensen & Garthe

Financial Auditor
James Marta,
James Marta & Company

Financial Advisor
Lesley Murphy
PFM Asset Management LLC

Program Management
Alliant Insurance Services, Inc.

JPA Administration & Insurance
Dennis Mulqueeney
Seth Cole
Myron Leavell
Marilyn Schley
P.J. Skarlanic
Thary Ou
Tevea Him
Phuntsok Gaphel

Loss Control Services
David Patzer, Patzer Risk Control Services
CSRMA Risk Control Advisor

Heather Truro, HT Consulting
Return to Work Consultant

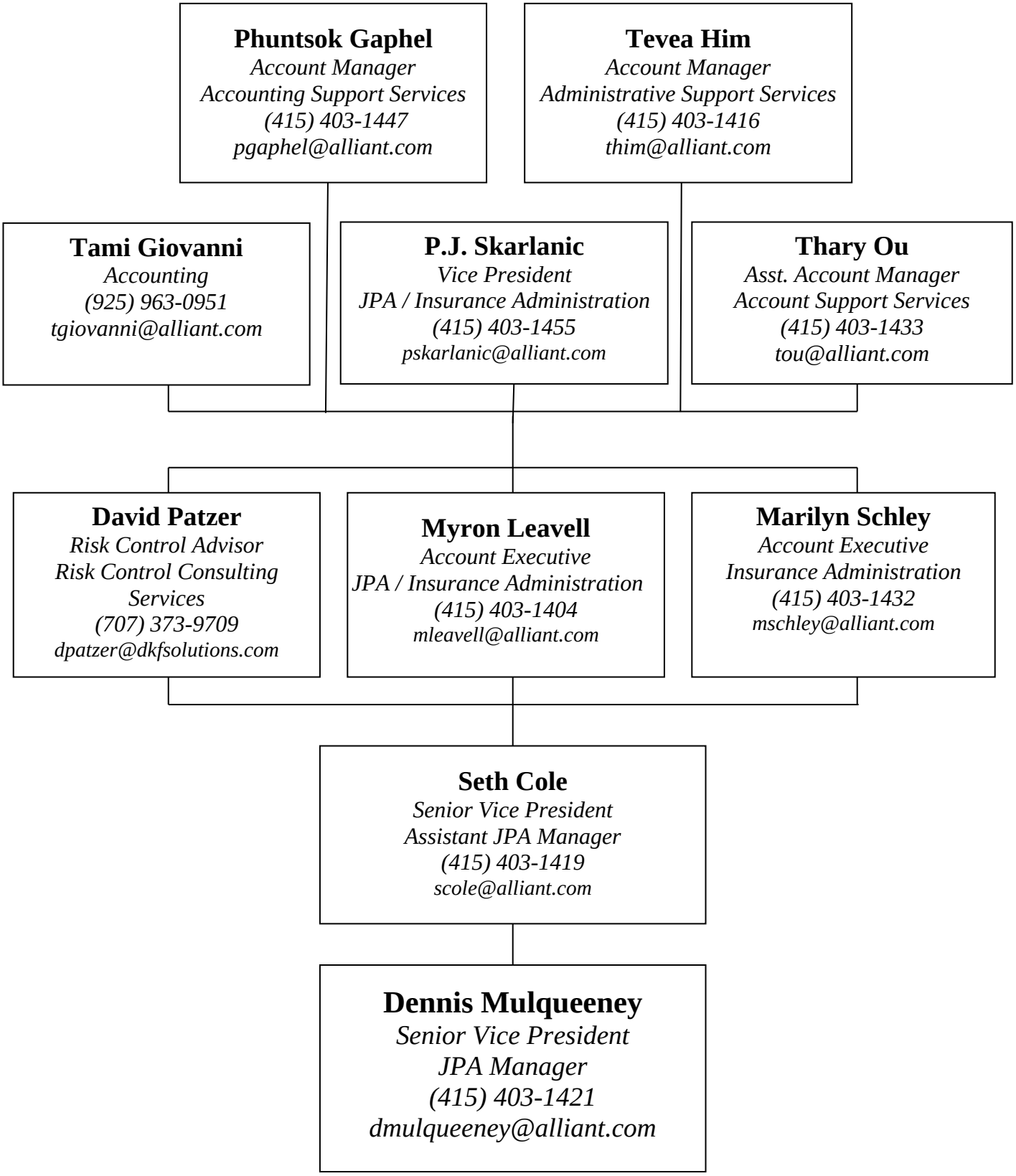
Accounting
Tami Giovanni

Pooled Liability Program Committee
Michelle Gallardo, Dublin-San Ramon SD, Chair
Chad Davisson, Ironhouse SD
Patrick Ostly, North of River SD
Talyon Sortor, Fairfield-Suisun SD
Michael Thornton, San Elijo JPA
Lisa Malek-Zadeh, West County WD

Claims
Shari Huff
Carl Warren & Co.

Workers' Compensation Program Committee
Roland Williams, Castro Valley SD, Chair
Blake Tresan, Truckee SD
LeeAnn Warchol, Encina WA
Ben Munoz, Selma-Kingsburg-Fowler SD
Vince De Lange, Delta Diablo
Jeff Palmer, Ojai Valley SD

Claims
Chris Richard
Sedgwick

CSRMA California Sanitation Risk Management Authority

Service Team