

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 2/26/04
Department Name: General Services
Department No.: 063
Agenda Date: 3/9/04
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors
FROM: Ronald S. Cortez, Director
General Services
STAFF John A. Forner, Risk Program Manager
CONTACT: 805.884.6865
SUBJECT: Workers' Compensation Injury Prevention Plans

Recommendation(s):

That the Board of Supervisors:

Execute an amendment to the agreement with Bickmore Risk Services (BRS) extending the time in which BRS is to complete the preparation of 21 departmental workers' compensation injury prevention plans from 08/30/03 to 06/30/04.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 3., A Strong, Professionally Managed County Organization, and with actions required by law or by routine business necessity.

Executive Summary and Discussion:

Amendment No. 1, if approved, will provide for an extension of time for this project to be completed. The original completion of date (8/30/03) was not met primarily due to the additional time it took to develop a "safety perception survey" acceptable to all departments and labor unions. All other conditions of the agreement remain unchanged.

Please recall that Risk Management reported the Santa Barbara County's Workers' Compensation Program could be more effective in preventing injuries. Indicators of the problem included:

- ♦ The number of workers' compensation injury claims is growing more rapidly than the total workforce.
- ♦ Six county departments account for 80% of workers' compensation claims.

- ◆ The County's current workers' compensation liability exposure is over \$28 million, but the Workers' Compensation Injury Prevention Program has not been evaluated since 05/22/2000.

This contract for services provides for the creation of 21 custom departmental injury prevention plans. Each work plan will contain specific and actionable tasks, plus performance measures and outcomes to assist with tracking the results of implementing the work plan for that particular department. Each plan will be accompanied by a departmental executive summary of injury and loss data, to include: a discussion of findings; specific and practical recommendations for reducing workers' compensation injuries; and, reasonable projections of cost and injury reductions obtainable if the departmental work plan is implemented as recommended.

These 21 departmental work plans will be accompanied by an Executive Summary of Findings and Actions which will: summarize significant data and findings; identify the departments with the greatest potential for improvement; summarize potential improvements achievable if plans are implemented as recommended; discuss the findings for the six departments which account for 80% of injury claims; and, specify benchmarks for evaluating the effectiveness of the workers' compensation injury prevention program. The Executive Summary will be presented to the Board of Supervisors.

These reports and work plans will be based on the assessment of four years of loss data, evaluation of safety-related programs, staff and management interviews, safety perception surveys, and onsite inspections.

The selected contractor, Bickmore Risk Services, has been in business since 1984 and is the largest independent (non-brokerage) public entity insurance pool administrator and risk management consulting firm in California.

Mandates and Service Levels:

No change in program or service levels.

Fiscal and Facilities Impacts:

The cost of the contract is unchanged and remains at \$108,000.00. The source of funds for this project is from the Worker's Compensation budget.

Special Instructions:

Return one copy of the executed agreement to Risk Management.

Concurrence:

Auditor-Controller
County Counsel
Risk Management

APPROVED AND EXECUTED by COUNTY and CONTRACTOR on this _____ day
of _____, 2004.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the
date executed by COUNTY.

COUNTY OF SANTA BARBARA

By: _____
Chair, Board of Supervisors

Date: _____

ATTEST:
MICHAEL F. BROWN
CLERK OF THE BOARD

CONTRACTOR

By: _____
Deputy

By: _____
SocSec or TaxID Number: _____

APPROVED AS TO FORM:
STEPHEN SHANE STARK
COUNTY COUNSEL

APPROVED AS TO ACCOUNTING FORM:
ROBERT W GEIS, CPA
AUDITOR-CONTROLLER

By: _____
Deputy County Counsel

By: _____
Deputy

APPROVED AS TO FORM:
JOHN A. FORNER, MBA, ARM
RISK PROGRAM ADMINISTRATOR

By: _____
Risk Management

Dept. 063; Fund 1911; Program 2111; Account 7460