

## **Worker's Compensation Fund LEADER Program**

The MMA Worker's Compensation Fund LEADER Program recognizes and rewards those participating municipalities and other public entities that voluntarily implement loss control programs that achieve positive results. Participating members demonstrate Leadership in the implementation of loss control plans and activities that reduce exposures and create a safer workplace for employees. MMA's professional loss control staff provides training, technical assistance and support to participants.

An assessment of workplace safety policies and practices is conducted annually for each participating entity. The member's programs are compared against industry standards and practices that have proven effective. The assessment helps determine and prioritize loss control initiatives for the coming year. Participants who demonstrate their commitment to workplace safety through the LEADER assessment receive a credit toward their Worker's Compensation premium.

### Requirements:

- ◆ Annual workers compensation premium greater than \$5,000.
- ◆ Prospective participants must submit a letter stating interest and must have the endorsement of their assigned Loss Control Consultant and the RMS Loss Control Manager. Members must demonstrate that a significant number of LEADER components are already in place and state their commitment to increasing their safety activities. RMS Loss Control consultants are available to help members improve or expand their internal loss control programs to a level that will permit participation in the LEADER.
- ◆ New participants must request entry prior to August 1st of the program year.
- ◆ To remain eligible for LEADER participation and potential credit, members must demonstrate the on-going commitment to workplace safety that is expected of a true LEADER.

For more information regarding voluntary participation in the LEADER Program, ask your assigned Loss Control Consultant or call Edward MacDonald, Loss Control Manager at 1-800-590-5583 or 626-5583, Ext. 238.

## WC RENEWAL FOR JANUARY 1, 2004



It's hard to believe that it is already time to be thinking about the MMA Workers Compensation Fund renewal for 2004, but it's true. On Monday, September 22nd, the Underwriting Department of Risk Management Services mailed renewal applications to the 553 current participants of the MMA Workers Compensation Fund. As the applications are returned to us, the review of renewal information will be a major focus of the underwriting staff.

As part of the renewal process, rates are being reviewed and revised. The MMA Workers Compensation Fund anticipates an overall rate increase for the 2004 renewal of 15%. It is important to keep in mind that contribution increases, or decreases, are affected not only by the rates but also by changes in payroll, changes in NCCI Experience Modification Factors, and changes in operations that may have occurred.

We appreciate the prompt response of the participating members of the Workers Compensation Fund to our request for renewal information and we look forward to a successful renewal on January 1, 2004.

### *The Municipal Risk Manager*

The Municipal Risk Manager is published seasonally to inform you of developments in municipal risk management which may be of interest to you in your daily business activities. The information in these articles is general in nature and should not be considered advice for any specific risk management or legal question; you should consult with legal counsel or other qualified professional of your own choice.

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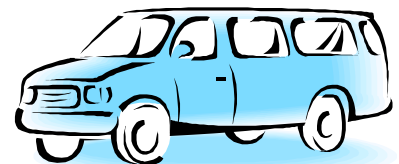
## CONTINUING CONCERNS ABOUT 15 PASSENGER VANS

The National Highway Traffic Safety Administration (NHTSA) has emphasized the increased risk of rollover crashes associated with 15 passenger vans in recent years. Maine has been the scene of one such fatal accident, which brings home the danger.

Many municipal entities use 15 passenger vans to transport people of all ages. Federal law prohibits the sale of 15 passenger vans for the school-related transport of high school age and younger students. Keeping this in mind, it is important for municipalities to carefully consider the guidelines for the use of municipally owned 15 passenger vans.

NHTSA research shows that the rollover risk for 15 passenger vans when they carry fewer than five passengers is similar to that of other light trucks and vans. However, when they carry ten or more passengers, the rollover rate in single vehicle crashes is nearly three times the rate of those that are lightly loaded. Seat belt use increases the survival rate in rollover crashes significantly. In addition, drivers experienced with the proper operation of these vehicles, especially with a full load of passengers, should be utilized. All too often, people with little or no experience in driving 15 passenger vans are pressed into service and they do not have the knowledge and skill required to operate them safely.

Be wise with your use of 15 passenger vans.



## BLANKET BUILDING AND BLANKET PERSONAL PROPERTY COVERAGE

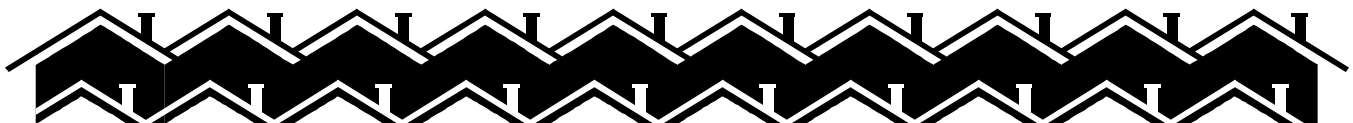
Many of the participating members of the MMA Property & Casualty Pool have blanket building and blanket personal property (contents) coverage. This means that at the time of any covered building loss, the total amount of the values listed for all of the buildings included in the blanket coverage is added together and that total amount is available to draw upon for the reconstruction or repair of the damaged or destroyed building. By the same process, at the time of any covered loss to contents, the total amount of the values listed for all of the contents included in the blanket coverage is added together and that total amount is available to draw upon for the replacement or repair of the damaged or destroyed contents.

Blanket coverage for buildings and blanket coverage for contents gives the member additional protection against the possibility of inaccurate property value estimates. It is important to note that it is the responsibility of each member to provide accurate information about their building and personal property insurable replacement cost values. A requirement for each member that has blanket building and blanket contents

coverage is a Statement of Values, signed by the member, that stipulates that the building values shown on the property schedule are 100% replacement cost values.

The Loss Control Department through their use of the Marshall & Swift building valuation computer program is able to produce estimates of insurable value for member-owned buildings that they have surveyed. The Marshall & Swift estimates of insurable value are provided to the Underwriting Department. The Underwriters then review the members' current scheduled

building values and compare the two numbers. If there is a significant discrepancy, the Underwriter will work with the member to reconcile the values. It is important to remember that the Marshall & Swift computer program may not have a comparable schedule to suit buildings of unusual construction. Such buildings would need to be appraised by a licensed appraiser to determine the actual replacement cost. Overall, however, the program offers valuable assistance to the Underwriters and the members in estimating insurable values.



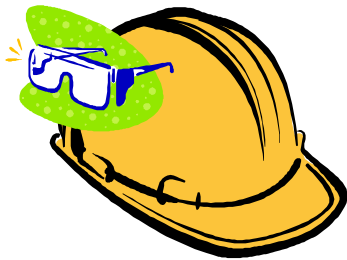
## WELCOME NEW MEMBERS!!!

### Property & Casualty Pool

Town of Penobscot  
 Town of New Portland  
 Town of Enfield  
 Wiscasset Water District  
 Tenants Harbor Water  
 Town of Roque Bluffs  
 Town of Upton  
 Veazie Sewer  
 Town of Beddington  
 Bowdoinham Water District  
 Town of Industry

### Workers' Compensation Fund

Wells Sanitary District  
 Town of Southport  
 Mexico Water District  
 Town of Hancock  
 Town of Thorndike  
 Town of New Portland



## ON-THE-JOB SAFETY: DO IT YOURSELF

Who's ultimately responsible for the safety of your work environment? Who gets the blame when there's an accident? Is it the responsibility of management or employees? The answer: **everyone is responsible for workplace safety!**

Management has the responsibility of setting and enforcing safety policies. Employees must be aware of these policies and procedures and incorporate them in their daily activities. Encourage employees to take ownership of their workplace so they can help identify and correct potential safety hazards before they become problems. When employees look out for themselves and coworkers, they increase their safety awareness. Which leads to a safer workplace.

So when a worker or manager is asked who's responsible for maintaining a safe work environment, the answer should be: "I am!" With everyone from top management to the newest employee keeping an eye on safety, the number and severity of workplace accidents will decrease - and productivity will climb.  
*(From The McCarthy Companies, August 2003 on-line newsletter, with permission)*