

# COMPCONTROL

The Official KMIT Member Newsletter

## Developing a Positive Safety Culture

Does your city have a 'Positive Safety Culture'? It's usually the difference between a good safety record and a poor one.

A recent addition to KMIT's safety video library is '**Developing a Positive Safety Culture**'. The 20-minute video is a production of the **Colorado Intergovernmental Risk Sharing Agency (CIRSA)**, and is already being used as a tool in the annual KMIT Supervisor Training Seminar series (held at several sites every February). The video (DVDs also available) can be purchased online at [www.cirsa.org](http://www.cirsa.org), and, of course, may be borrowed by KMIT members from the KMIT collection (maintained by our risk control partners at IMA...find it at [www.kmit.net](http://www.kmit.net) ).

Just what is a 'positive safety culture'? It is a system-wide **belief** that *safety really does come first*; it's an **attitude** that is shared by everyone in the city government. But, beyond that, it is a **commitment** to actually do those things big and little that translate into a safe work environment. Ultimately, it is the **atmosphere** within the organization that influences safe behavior. A positive safety culture is characterized by **shared beliefs and practices**; where safety is a **core value**.

What are the elements of a Positive Safety Culture?

1. A commitment by everyone in the organization, especially policymakers and management;
2. Budget—to provide money to safety-related equipment and processes;
3. Setting an example, especially by management, department heads, and supervisors;
4. Management support for those most responsible for implementing safety program elements;
5. Ongoing personal involvement by management.

What are the benefits of a Positive Safety Culture?

1. Reduction in accidents;

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CompControl is a publication of the League of Kansas Municipalities and the Kansas Municipal Insurance Trust for the purpose of educating and informing cities about loss control methods and risk management. If you have any questions concerning KMIT workers' compensation or risk management that you would like to see answered in this newsletter, please direct those inquiries to:

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## Letter from the Pool Administrator

**Dear KMIT Members and Others,**

Well, it's been a rugged time lately, hasn't it?

There are not words to describe what happened to our friends in Greensburg, Kiowa County and the other areas affected by the tornadoes of early May; the press has used up the dictionary trying. It simply is so far beyond anything which anyone of us has ever seen, in terms of a natural disaster, that it is impossible to put mere words in a form and style which feels adequate to the task.

Our hearts go out, especially, to the city and county employees there—who not only lost their homes, but also are charged with putting things back together, so that the citizens of the community can get on with their lives. What an incredible challenge they face.

MANY city folks from all across the state are helping out, and will continue to be needed for a long time to come. And, they didn't wait to be asked, they just went. That is what city folks do...help each other. I am personally extremely proud of the amount and extent of the aid and comfort being given by all of you.

In case you haven't heard, there is an **EMPLOYEE-TO-EMPLOYEE Fund** which has been established for the purpose of giving cash to those **city and county employees** who lost their homes in the May storms (see the notice elsewhere in this publication).

And, if your CITY would like to contribute cash to the City of Greensburg (to be used by the city in whatever way the city chooses), there is a **GREENSBURG Fund** for that purpose, too ([www.lkm.org](http://www.lkm.org)).

Please look into your hearts, and do what you can to help.

This is a special case. This is as big as it gets.

Take care, and...see you down the road.



Pool Administrator

(Continued from page 1)

2. Fewer injuries;
3. Cost savings;
4. Lower insurance rates;
5. Increased productivity;
6. Improved public relations and citizen confidence.

Every city has a safety culture...good or bad.

The benefits of being a city with a Positive Safety Culture are overwhelming and obvious.

What type of city safety culture do you want for your city?

A good place to start is this excellent video...'[Developing a Positive Safety Culture](#)'.

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## Control Your Claims

Is your city utilizing all of the tools KMIT provides to control your claims? How many cities share work comp claims information with their various departments and employees? Are you looking at the claims information in the quarterly loss runs KMIT provides to determine trends and target specific claims issues through your safety training?

As the IMA Risk Control Consultants visit each city, claims information is shared with that city's contact person. We intend for that information to be shared with all levels of employees to use as a tool for reducing workplace injuries and illnesses. Additionally, up-to-date claims information is also available anytime by calling or emailing Renee Rhodes or Victoria Vanderhoof.

Below is an overview of the 2006 top five claims separated by injuries by body part/department/nature of injury/accident type and total cost for the KMIT Pool as a whole. Strains are clearly our biggest culprit both in terms of frequency and cost. If your city's statistics look like this, you should be focusing training efforts on safe lifting techniques, developing pre-shift stretching programs, restructuring tasks to limit lifting, etc...in an attempt to reduce on the job strains.

<b>Strain or Injury Totals</b>	<b>161</b>	<b>\$ 936,514</b>
<b>Fall or Slip Totals</b>	<b>85</b>	<b>\$ 572,588</b>
<b>Occupational Hazard Totals</b>	<b>85</b>	<b>\$ 165,431</b>
<b>Struck or Injured Totals</b>	<b>52</b>	<b>\$ 60,487</b>
<b>Cut/Puncture/Scrape Totals</b>	<b>49</b>	<b>\$ 51,184</b>
<b>Lower Back Area</b>	<b>78</b>	<b>\$ 662,849</b>
<b>Multiple Body Parts</b>	<b>65</b>	<b>\$ 387,730</b>
<b>Knee</b>	<b>45</b>	<b>\$ 251,726</b>
<b>Shoulder(s)</b>	<b>45</b>	<b>\$ 417,197</b>
<b>Finger(s)</b>	<b>42</b>	<b>\$ 31,782</b>

<b>Police</b>	<b>149</b>	<b>\$ 381,173</b>
<b>Street</b>	<b>72</b>	<b>\$ 294,830</b>
<b>Parks</b>	<b>66</b>	<b>\$ 182,502</b>
<b>Water</b>	<b>64</b>	<b>\$ 36,084</b>
<b>Maintenance</b>	<b>64</b>	<b>\$ 212,945</b>
<b>Strain</b>	<b>190</b>	<b>\$1,286,266</b>
<b>Contusion</b>	<b>98</b>	<b>\$ 323,377</b>
<b>Puncture</b>	<b>48</b>	<b>\$ 19,767</b>
<b>Laceration</b>	<b>39</b>	<b>\$ 27,775</b>
<b>Sprain</b>	<b>32</b>	<b>\$ 89,919</b>

Since these claims reflect the departments with the heaviest concentrations of our city employees, it is critical to make sure you are covering these accident types in your monthly toolbox/training meetings. KMIT's website has some valuable resource information on various training topics, go to [www.kmit.net](http://www.kmit.net) and click on the document center. In the document center, there is an area titled Loss Prevention Training Tools. These documents are intended to keep safety awareness in the forefront of your employee's mind. They are typically a one-page informational sheet that can be used to hold a 20-30 minute safety meeting with a discussion. Studies have shown that shorter 20-30 minute safety/toolbox training meetings on a regular basis will have more impact on employees than a longer, more formal training session.

The comment we most often hear when visiting the cities is that it is extremely difficult to have employee training sessions during the busy summer months. Most departments are short handed and will also have part-time/seasonal workers through the summer months. However, this is the time of year that we see a big increase in injuries and should be the time of year you focus more heavily on employee safety. Take the time to have short, 20-30 minute safety discussions on a regular basis with your departments, reminding them of the hazards they face each day on the job and also use this time to discuss recent accidents and near misses. Part-time/seasonal workers need to have new employee safety orientation to educate them on the hazards associated with their job, even if they are returning from last summer.

Additionally, when we have employees that are injured and off work for any length of time, it puts more strain on the rest of our employees that need to pick up the slack during our busiest time of the year and increases overtime requirements. Fatigue and trying to rush through projects can also lead to more injuries and illnesses, and also negatively impacts employee morale.

IMA Claims and Risk Control work hard to control claims and the costs of claims when they occur. If you have any questions or need specific information on work comp claims or safety training, please don't hesitate to contact us.

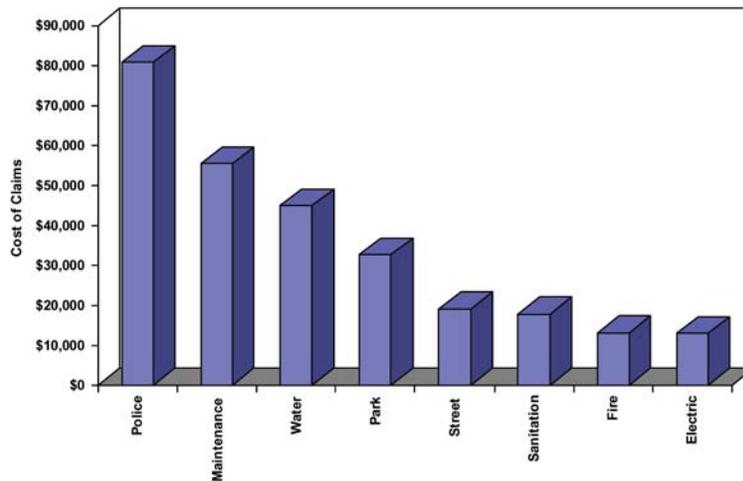
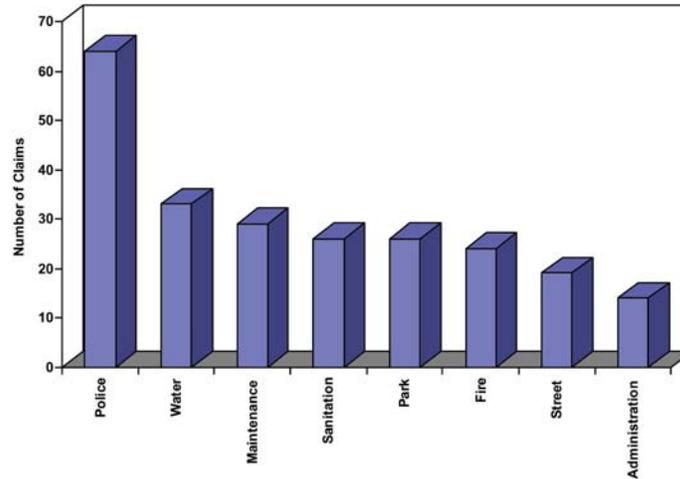
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### KMIT Claim Analysis by Department

Claims From 1/1/2007 Through 4/30/2007

City: All Cities , Department: All Departments , Claim Values: \$0 - \$100,000,000



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## KMIT LOSS PREVENTION 'TRAINING TOOLS'

KMIT and IMA have teamed up to offer valuable information geared towards supervisors. These Training Tools provide our cities with a wealth of information to be utilized when holding 'toolbox' safety meetings with employees. To access Training Tools, go to [www.kmit.net](http://www.kmit.net), click on document center (top right corner), and then click on KMIT Loss Prevention Training Tools.





IMA has a Video Library in which KMIT Member cities can borrow up to five videos at one time at NO COST. To obtain a complete list of videos and ordering information, go to [www.kmit.net](http://www.kmit.net), on the left hand side, click on IMA Safety Video Library (information on ordering is on the last page). KMIT encourages cities to take advantage of these training videos to use as tools for training current employees along with new employees.

When returning videos to IMA, we ask that you use a padded envelope or box to help eliminate the possibility of videos being damaged during shipment.

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## Employee-To-Employee Fund

A fund has been established to provide cash payments to those city and county employees who lost their homes (rent or own) as a result of the “Greensburg” tornado, and other tornadoes and storms of the first weekend in May.

This fund is **FROM** employees **TO** employees. **100%** of the money sent to the fund will wind up in the hands of city and county employees who can use it. These folks, like everyone else affected, are having to make decisions right now about where and how to rebuild. Hopefully, this money can at least help a little towards allowing many of them to stay, and if not, help them to relocate their families.



If you wish to give money to this fund, **follow these three steps:**

- Make your check out to “**South Central Community Foundation**” (this non-profit organization, in Pratt, has agreed to coordinate the distribution of this money);
- In the memo of your check, write “**Local Gov. Employee Relief**”;
- Mail your check to the **City of Parsons, PO Box 1037, Parsons, KS 67357-1037** (the City of Parsons is taking first collection, in order to insure that all the money gets into the correct fund, and will forward the money on to the Pratt agency for distribution).

There is a form insert in this edition; please feel free to copy and distribute the form to your employees. Donations are **tax-deductible**. But, more than that, your donation is needed. Please help if you can.

**Work Comp Question: Are your city's employees allowed to stop work if they find an unsafe working condition?**

# How can you help...



**We all can help!  
One local government  
employee to another.**

Employees from several Kansas communities and municipal organizations have been working together to figure out how to help City and County employees who lost their homes\* in the storms in Greensburg, Kiowa County and surrounding areas. Through their efforts there has been a fund established for us to donate to assist in keeping city and county employees in the area to help in the efforts to restore and reconstruct the place they called home.

All donations are tax deductible and will only be given to those determined to be valid employees of the affected area on the date of the storms in May 2007. Together we can help restore this community and bring life back from the destruction. Items other than cash or checks will not be accepted. This fund is to provide direct monetary assistance to retain employees in the area.

To Participate return the form below with your tax deductible donation to:

City of Parsons  
PO Box 1037  
Parsons, KS 67357-1037

## Request for Tax Receipt Form

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Phone \_\_\_\_\_

Amount: \$

Cash

Check

\*\*\*Checks should be made payable to: South Central Community Foundation" with "Local Gov. Employee Relief" in the memo line.

\*\*Please place this form in envelope with contribution\*\*

\*Owned or rented

## KMIT Calendar

<b>June</b>	<b>29</b>	KMIT Board of Trustees Meeting, <i>Sedgwick</i>
<b>August</b>	<b>24</b>	KMIT Board of Trustees Meeting, <i>Great Bend</i>
<b>October</b>	<b>8</b>	KMIT Annual Meeting, <i>Overland Park</i>

## KMIT Revenues & Expenses March 31, 2007

### Combined Assets

Cash In Bank	\$4,516,256
Investments	3,554,458
Other Assets	<u>591,880</u>
<b>Total Assets</b>	<b>\$8,662,595</b>

### Combined Liabilities & Equity

Accrued Expenses Outstanding	\$ 240,857
Reserved for Losses	1,711,786
Incurred But Not Reported (IBNR)	2,430,677
Other (IBNR) Adjustments	<u>814,241</u>
<b>Total Liabilities</b>	<b>5,197,561</b>
KMIT Statutory Fund Balance	<u>3,465,034</u>
<b>Total Liabilities and Equity</b>	<b>\$8,662,595</b>

## Kansas Municipal Insurance Trust

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Topeka, KS 66603

