

# COMPCONTROL

The Official KMIT Member Newsletter

## Ten Traits of Injury-Free Workers\*

Some people always seem to get injured while others never have accidents—is that just coincidence?

**NO.** Workers who manage to go *an **entire career** without being injured on the job work at it very diligently.*

They also share **10 common traits**, according to a study presented at an American Society of Safety Engineers (ASSE) meeting by Dave Walline of Owens Corning in Toledo, Ohio.

The study shows keys for companies that seek to hire and train an injury-free workforce. Some traits are in people's character, so *you **can** hire for them*, but all can be reinforced in training.

Here's what the study showed...the **10 key attributes of injury-free workers**—and how companies [and cities] can help reinforce them:

- **They seek meaningful work**, even if it's a tough, dirty job. If work is not a motivator, that's a red flag in hiring interviews. Once on the job, they got more motivated when employers actively involved them, showing them what "winning" looked like.
- **They feel 100% responsible for their own safety**, report unsafe behavior, and bring hazards to supervisors' attention. Companies [cities] can empower them by issuing "stop work" cards.
- **They plan for a safe outcome**—50% of accidents happen under abnormal conditions, but 'safe employees' don't rush into anything. Employers can help, with extra preparation when risk goes up.
- **They respect the work environment.** If employees don't share the same dedication to corrective actions, they lose motivation.
- **They're neat and orderly.** Their trucks are washed; the inside is no trash bin. [There are many work areas of cities to which this attribute applies.] They respond to companies [cities] that raise levels of housekeeping.
- **They guard against complacency.** A truck driver on the same eight-hour trip listed hazards he encountered every day (three on average). The company used his log as a training manual.
- **They practice safety procedures**, but lose motivation if they don't see safety rules being consistently enforced.

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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,

Hello again. I hope this finds you all healthy and happy (if not wise and rich, too).

I just got back from the LKM Conference, and the **KMIT Annual Meeting**, in Overland Park. The conference was great, and a lot of fun, and I very much enjoyed seeing many of you there.

We left the conference with three brand-new KMIT Board of Trustee members: **Sasha Stiles** (Andover); **Bobby Busch** (Neodesha); and **Larry Paine** (Hillsboro). Sasha and Bobby were on the ballot; Larry was appointed by President Linda Jones in the Board meeting following the Annual Meeting, after the resignation of Gary Hobbie. Those three join another new member, **Toby Dougherty** (Hays), who was appointed in June. So, our '07-'08 Board has four (of 11) new members. At the Trustee meeting mentioned above, the Board also elected its officers for the upcoming year; they are: Lana McPherson (De Soto), President; Bud Newberry (Ulysses), Vice President; and Cheryl Beatty (Eudora), Treasurer. Now Immediate Past President Linda Jones (Osage City) completes the new Executive Committee.

There really is a way to identify who among your employees is least likely (therefore someone to model) to become a work comp statistic. This edition's lead story, "**Ten Traits...**," focuses on those attributes most commonly demonstrated by highly successful employees. And, I use the overall term '**highly successful**' here because it won't just be that these folks are work-injury free that makes them successful. These same employees are also very likely to be your best employees, period. AND, most, if not all, of **these 10 Traits, are teachable...** by the leadership (supervisors on up to the top) of your organization. It would be difficult to imagine a more worthy endeavor.

Our friends at the Division of Workers Compensation (DWC) submitted the piece about **KW-C 27**. This *required form* must be given to injured employees— every time. A good reminder. Thanks DWC.

Please take a look at which next February/March **KMIT Regional Supervisor Training** is closest to your city, and send as many of your supervisors as you can. *Education* is the first thing needed by supervisors.

See you next time.



Pool Administrator

(Continued from page 1)

- **They have a positive outlook.** Safety is part of a good life; companies [cities] can reinforce such attitudes by paying attention to 24-hour safety.
- **They apply safety knowledge.** They just don't 'show up' for safety trainings—they soak it up and often like becoming the trainers, if they're asked.
- **Safety is a value to them.** But the company [city] had better show that safety is a value for management, too.

Do many of your city's employees demonstrate all of the above traits? If not, what are you doing about it...**right now?**

\*This article was reprinted (lightly edited) with permission from *Safety Compliance Alert* (370 Technology Drive, Malvern, PA, 19355). The article, originally titled "Injury-free workers aren't a fluke—they share these 10 traits," ran in the August 13, 2007 edition of the newsletter.

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## Gary Hobbie Leaves KMIT Board



Gary Hobbie has resigned from the KMIT Board of Directors, effective immediately. Gary is leaving his position as city manager in Russell, and is moving on to become Director of Planning and Development in Salina. Gary has served on the KMIT Board since first being appointed in June of 2001.

Larry Paine, Hillsboro City Administrator, has been appointed by outgoing President Linda Jones to fill out the remaining year of Gary's term of office.

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## KMIT Board of Trustees for 2007-2008

President Lana McPherson, De Soto  
Vice President Bud Newberry, Ulysses  
Treasurer Cheryl Beatty, Eudora  
Immediate Past President Linda Jones, Osage City  
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Trustee Sharon Brown, Clay Center  
Trustee Toby Dougherty, Hays  
Trustee Sasha Stiles, Andover  
Trustee Bobby Busch, Neodesha  
Trustee Larry Paine\*, Hillsboro

\*Appointed to the unexpired (one year remaining) term of Gary Hobbie, who has resigned from the Board.

# 2007 KMIT Loss Prevention Certification Program



Abilene  
Andover  
Arkansas City  
Atchison  
Augusta  
Basehor  
Belleville  
Bonner Springs  
Brewster  
Cheney  
Cherryvale  
Coffeyville  
Concordia  
Derby  
De Soto  
Dodge City  
Douglass  
Elkhart  
Ellsworth  
Eudora  
Fort Scott  
Fowler  
Fredonia

Girard  
Glasco  
Goodland  
Grandview Plaza  
Great Bend  
Grenola  
Halstead  
Haysville  
Hiawatha  
Hillsboro  
Holcomb  
Independence  
Kingman  
Kinsley  
Leoti  
Lucas  
Maize  
Marysville  
McFarland  
Medicine Lodge  
Minneapolis  
Moline  
Montezuma  
Neodesha  
Newton  
Olpe  
Osage City  
Oswego  
Ozawkie  
Paola  
Park City

Peabody  
Princeton  
Rose Hill  
Sedgwick  
Sharon Springs  
St. Francis  
Stafford  
Stockton  
Tescott  
Tipton  
Tonganoxie  
Turon  
Ulysses  
Valley Center  
Walton  
Wamego  
Wellington

# 2007 KMIT Loss Prevention Certification Program



Altamont  
Andale  
Bird City  
Conway Springs  
Council Grove  
Eastborough  
Edgerton  
Esbon  
Florence  
Ford  
Grainfield  
Grinnell

Hays  
Hesston  
Hoisington  
Jetmore  
Oberlin  
Ogden  
Palco  
Parsons  
Ransom  
Roeland Park  
Russell  
Satanta



Baldwin City  
Bennington  
Beverly  
Caldwell  
Damar  
Frankfort  
Glen Elder  
Hill City  
Johnson City

Lenora  
Lincoln Center  
Sedan  
Spearville  
Spring Hill  
Tampa  
WaKeeney  
Wakefield

# 2008 Regional Supervisor Training Schedule

The **KMIT Regional Supervisor Training** tour takes up again in February of 2008. This year's tour stops are scheduled for the following cities and dates:

- **Andover**...Thursday, February 14
- **Independence**...Thursday, February 28
- **Hays**...Thursday, March 6

In addition, we still may schedule one more stop on this year's tour—if we do, that date would likely be Thursday, February 7.

These trainings are for **supervisors at all levels** of your city's organization, from the 'lead-person' slot to the top spot (clerk, manager, administrator, mayor). The topics will include a wide-range of work-comp-specific issues.

The training team (now in its sixth year) is comprised of KMIT Claims Adjuster **Victoria Vanderhoof** (IMA), **Marcia Payne** (Marcia is employed by one of KMIT's partners, Shorman Solutions), **Andy Hixson** (KMIT Compliance Officer), and **Don Osenbaugh** (KMIT Pool Administrator).

Detailed brochures, email, and website ([www.kmit.net](http://www.kmit.net)) notifications will go out around the first of the new year.

Please contact Wendy Flowers ([wflowers@lkm.org](mailto:wflowers@lkm.org)) for any advance information needed.



## KW-C 27: “Information for Injured Employees” ...a reminder from the KDWC

The Kansas Division of Workers’ Compensation (Kansas Dept. of Labor) produces an informational, **Information for Injured Employees KW-C 27**, for employers to use. This publication contains a brief description of the benefits and responsibilities an injured worker has under the Kansas Workers’ Compensation law. Employers are **required** to provide a copy of this informational to each worker reporting an injury to the employer.

The Division of Workers’ Compensation and the party handling the employer’s workers’ compensation claim contact is also included in the information. [Please contact KMIT’s Claim Adjuster, Victoria Vanderhoof, with any questions or to get a copy of this form. KW-C 27 is also available at [www.kmit.net](http://www.kmit.net) .

The distribution of the K-WC 27 is required by the Kansas Workers Compensation law, and was one of the 1993 legislative changes. The Legislature, after hearing testimony, determined that the injured workers were not receiving adequate information about their rights and benefits. They believed that the lack of general knowledge about the process was leading to needless litigation. This form was created in an attempt to meet the legislature’s mandate to distribute information about workers’ compensation to injured workers.

Copies of the form can be obtained from KMIT [[www.kmit.net](http://www.kmit.net)] or downloaded from the Kansas Department of Labor’s website at [www.dol.ks.gov](http://www.dol.ks.gov). It is not necessary to use the same color or paper stock used by the Workers’ Compensation Division. There is a Spanish language version of this form (KW-C 27) also available on the website.

Questions about the form can be addressed to the Division’s Ombudsman unit at [www.dol.ks.gov](http://www.dol.ks.gov) or (800) 332-0353.



## KMIT Calendar

### December

- 14 KMIT Board of Trustees Meeting, *Wichita*

### February

- 14 Regional Supervisor Training, *Andover*  
28 Regional Supervisor Training, *Independence*

### March

- 6 Regional Supervisor Training, *Hays*  
7 KMIT Board of Trustees Meeting, *Hays*

## KMIT Revenues & Expenses August 31, 2007

### Combined Assets

Cash In Bank	\$2,983,448
UMB-Holding Account	2,013,551
Investments	1,651,515
Other Assets	<u>447,001</u>
Total Assets	\$7,095,515

### Combined Liabilities & Equity

Accrued Expenses Outstanding	\$1,924,480
Reserved for Losses	1,824,433
Incurred But Not Reported (IBNR)	2,527,206
Other (IBNR) Adjustments	117,094
Total Liabilities	6,393,213
KMIT Statutory Fund Balance	<u>702,302</u>
Total Liabilities and Equity	\$7,095,515

## Kansas Municipal Insurance Trust

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