



**DISTRICTS MUTUAL INSURANCE
& RISK MANAGEMENT SERVICES**
| Collaborators in Risk Management |

THE Incident REPORT



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Collaborators in Risk Management

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The Dec Page

Steven Stoeger-Moore, President

Article IV, Section 4.1 of the DMI By-Laws stipulates the Board of Directors shall elect a Chair, Secretary, and Treasurer. On July 19th, the DMI Board of Directors conducted their regular quarterly meeting. It is customary for the Directors to use the July format for the election of officers. This year's elected board officers are: Chair – John Will, Northwood; Treasurer – Valarie Wunderlich, Northeast WI; and Secretary – Joshua Cotillier, Madison. Thank you for your willingness to serve in these leadership roles.

On July 19 – 21, DMI hosted the 2022 Risk Mitigation Forum on the campus of St. Norbert College in De Pere, WI. This was the first opportunity for an in-person meeting hosted by DMI since October 2019 and everyone seemed to enjoy interacting face-to-face with colleagues. Fourteen of the sixteen colleges were in attendance across the three days of activities and longtime colleagues were able to reunite, in addition to meeting several new members from across the state.

On Tuesday afternoon, DMI hosted the combined Safety, Security, and Risk Managers meeting with an emphasis on introductions and re-introductions of college members. The group received an update from the DMI Board of Directors on their meeting earlier that day along with insurance renewal updates. The colleges also shared an update on the 2021-2022 Risk Management Project Awards which were focused on Cyber Security. In addition, an introduction to the updated DMI website was provided by Suzette Harrell. The afternoon was highlighted by a presentation on Campus Safety & Security Ecosystem provided by Dan Pascale from Margolis Healy.

Wednesday was filled with break-out sessions including Cyber Security, Employee Safety, Physical Security, Legal Updates, Cleary/Title IX Updates, Worker's Comp, Liability Insurance Needs, and Campus Mental Health Issues. The presenter's expertise and knowledge, and the quality of presentations at this event were second to none. The day concluded with a wonderful dinner, college awards and recognition, and a meaningful roast & tribute to our friend and colleague, Tim McNulty, who is retiring and moving on to full-time grandparenting.

Wrapping up the Forum on Thursday morning were three more breakout sessions followed by a presentation on Human Trafficking from Ben Poler of the WI Department of Justice. The closing session "Current Hot Topics in Risk Management in Higher Education" was delivered by Gary Langsdale, Education Manager for the University Risk Management & Insurance Association (URMIA) and former University Risk Officer for Penn State University.

The knowledge sharing was outstanding and the networking that took place throughout the Forum was beyond expectations. The available presentations provided to DMI have been posted on the website for your review. If you have any questions regarding any of the presentations or speakers, please feel free to reach out to the DMI staff for assistance.

Once again, a huge "THANK YOU" to all who were able to attend! Our next Risk Mitigation Forum is tentatively scheduled for April of 2024, and we look forward to seeing even more college participants!

Thank you for your cooperation and collaboration during the 07/01/2022-23 renewal process. The commercial insurance marketplace presented numerous challenges. The DMI policy terms and conditions remained largely unchanged. Given the volatility of the commercial marketplace, this is a "win" for the colleges. If you have questions regarding coverage terms and conditions, endorsements, or how to report a claim, please be in touch with this office.

From all of us at DMI – Stay Well



The most important persuasion tool
you have in your entire arsenal is
integrity.

— Zig Ziglar —





New Employee Safety Training

Written by Willie Henning, DMI EHS Consultant

As summer starts to fade away and our focus turns to the start of the fall semester, now is a great time to review and verify new employee safety training. The Technical Colleges generally experience some turnover and/or new positions are being filled almost every year. It is the responsibility of the college to ensure all new employees receive appropriate “new” employee training. Although this is a compliance requirement, more importantly, doing so aids in establishing the culture of safety at the college.

New employees will need training on college emergency procedures and notification as well as HAZCOM. Specific positions may need training for hazards associated with their activities e.g., lab safety, forklift, PPE, Bloodborne Pathogens, etc. Consider initial training along with any annual or refresher training practices based on the topic. The goal is to provide a knowledge base as well as verify comprehension of the topic presented.

Be sure new employees understand the college reporting procedures along with who to contact and how to contact that individual(s) in the case of an injury, incident, or any safety related observation such as a slip, trip, or fall hazard. Also, identify who should be notified in the event of missing machine guards, chemical handling issues, or even burned-out lights in stairwells. Proper and timely reporting of incidents, injuries, or observations can assist in providing a safer working environment for the entire college.

Consider working with the Human Resources team to incorporate safety training into New Employee Orientation and included safety training requirements in position descriptions. This will help set a safety standard for all new employees and will contribute to continuous improvement of safety performance for the college.

Please review the “Minimum Safety Training Requirements” document produced by the Wisconsin Department of Safety and Professional Services included in this newsletter.

From all of us at DMI, we hope you enjoyed your summer and

New Service Partner Member

Hello, my name is Lyn Roy. I am part of the Gallagher team that provides risk management and insurance services to DMI. Many of you knew Linda Joski, who retired in January, and I have been fortunate to replace her role on the service team. What I love most about working with DMI is seeing the active collaboration in managing risk for the colleges.



The value-added services made available to the colleges are simply unmatched. I have over 30 years of experience in the insurance industry and attribute my success to the firm belief in following The Golden Rule “to treat others how you want to be treated”. Thankfully, the DMI team lives out this belief through their actions, not words, which makes our partnership rewarding and successful. Gallagher has been honored to work with DMI for the past 18 years, and I am excited to be part of the collaboration in risk management for many years to come!

MINIMUM SAFETY TRAINING REQUIREMENTS BASED ON DPS OCCUPATIONAL HEALTH PROGRAM ASSESSMENT	
Hazard Communication (HAZCOM, GHS) 1910.1200 <ul style="list-style-type: none"> All Employees Receive Initial Training Refresher Training for Any Program Changes 	Emergency Action Plan 1910.38 <ul style="list-style-type: none"> All Employees Receive Initial Training Periodic Refresher Training
Bloodborne Pathogens 1910.1030 <ul style="list-style-type: none"> Affected Employees Receive Initial Training (First Responders, Custodians, anyone who may come in contact with or be required to clean up bodily fluids) Annual Refresher Training for Affected Employees 	Fire Extinguisher 1910.157 <ul style="list-style-type: none"> Initial and Annual Training for all Employees Expected to Use Extinguishers
Noise Exposure/Hearing Conservation 1910.95 <ul style="list-style-type: none"> Employees Working Where Exposure is >85 dBA TWA is likely Initial and Annual Training 	Respiratory Protection Program 1910.134 <ul style="list-style-type: none"> If Respirators are Used Initial and Annual Training
Personal Protective Equipment 1910.132 <ul style="list-style-type: none"> Employees Required to Wear PPE Initial Training Periodic Refresher 	Powered Industrial Truck (Forklift) 1910.178 <ul style="list-style-type: none"> Employees Required to Operate Vehicles Initial Certification 3-Year Refresher Required
Lockout/Tagout (Control of Hazardous Energy) 1910.147 <ul style="list-style-type: none"> Authorized Employees (Maintenance, Facilities) Initial Training and Periodic Refresher Affected Employees (Machine Operators) Initial Training and Periodic Refresher All Other Employees Initial Training 	

DMI Presents... Topical Snapshots

“R - is for Retirement”

presented by
Joe DesPlaines – DMI
Business Continuity/Crisis
Response Consultant



To view the video click here.

We believe retirement has a major impact on both the institution and the retiree. If not handled well, this event can present major risks for a smooth transition for both the institution and the individual. This Topical Snapshot discusses the challenges and risks associated with an employee’s decision to retire, execution of retirement, and moving on to the next chapter for both the individual and the organization

Snapshot(s) are viewable anytime through the DMI website, password access required. Contact this office if access help is required.

