

# As winter knocks on the door the 2018 COMPACT draws to a close

By Robin Aronson

With a screech of the tires, and a trail of leaves, the Risk Reps pulled back into the WCIA parking lot on Halloween eve, having travelled the roadways of Washington from March to October visiting all of the members for the yearly audit and annual reviews. As the 2018 COMPACT year winds down, a thank you goes out to all the members for their work in meeting or exceeding the COMPACT compliance elements.

The members and Risk Management Representatives worked together again this year to formulate tailored reviews based upon individual need and applicability, selecting from three options, a traditional audit (Personnel, Police, or Parks and Recreation Programs), a Targeted Risk Management Review, or a Loss and Exposure Reduction Plan. The Risk Services staff appreciates the hard work by members to coordinate the participation in meetings and discussions.

Overall the results of the audits and reviews were positive. For those areas needing improvement, the Risk Reps were able to share best practices with members and provide resources to assist the members. Below are just a few highlights from the option 1 audits:

The Personnel audit was tackled by 23 members. The audit was geared towards supervisors and managers. The audit revealed that 71% of those responding provide newly hired or promoted supervisors with training on employment laws, including discrimination laws. 96% indicated that they obtain a release/waiver from an applicant to perform background and reference checks. 67% indicated they conduct reference checks on applicants prior to making a conditional offer of employment. Regarding pre-employment drug testing, 92% indicated they do not conduct pre-employment drug screening outside of law enforcement, commercial driver's license, and other safety sensitive positions. This is an improvement from 2017. All members need to come into compliance with the law in *Robinson v. City of Seattle*. Nearly 80% reported that supervisors provide performance reviews of new employees at the mid-point and prior to the end of the probationary period. 87% reported that they provide training on the preparation of performance evaluations. Over 90% of those responding reported that supervisors and managers receive training concerning discrimination, harassment, and retaliation. Finally, nearly 80% reported having a process for referring all requests for references to Human Resources with 65% reporting requiring a signed release from the employee before references were provided. To assist members with personnel issues, the Risk Reps provided information on WCIA training, along with sample policies and guidelines from the Liability Resource Manual.

Twenty members underwent the Police audit. 95% reported having a written procedure for complaints against an officer, with all reporting that the current complaint system meets their needs. Only 60% reported having an “early warning system” to identify officers who may need counseling or retraining. 100% indicated they use Taser, with 80% of those responding indicating that it is optional for an officer to be Tased as part of training. 75% secure a signed waiver or release from officers prior to the Taser training. 90% reported having an agency goal of engaging in community policing with 100% reporting that they found community relations improved with community policing. Examples of community policing were coffee with a cop programs, block watch, social media usage, shop with a cop programs, National Night Out participation, graffiti removal programs, and reading to kids at the library. 90% have updated written policies addressing ways of dealing with the emotionally disturbed and mentally ill. 25% reported the use of body cameras, with 80% of those responding indicating they have written policies in place for when the cameras are turned on and off; all have policies for maintaining recordings. 30% use dash cameras. 5% reported using drones, primarily for mapping, search and rescue, and fugitive apprehension. 100% of those using drones have a written policy regarding the use of a drone. 55% reported officers carrying Naloxone, primarily in nasal spray form.

New for 2018 was the Parks and Recreation Programs audit. Twenty-three members participated. 78% reported that their Risk Manager and/or agency attorney was consulted prior to implementing new recreation programs. 91% use independent contractors to provide instruction to recreation participants and 96% offer programs that are ADA accessible. Only 61% and 65% respectively reported having a policy regarding the youth sports concussion and sudden cardiac arrest laws, and a Gender Equality policy. The Reps were able to educate members on these issues and point the members to specific RCW's and Liability Resource Manual guidelines. 87% utilize volunteers, with 95% reporting they perform background checks on all volunteers and 70% checking references. Only 50% reported requiring contractors and vendors to perform background screening of contractors' employees and volunteers and only 44% require contractors to follow the youth sports concussion and sudden cardiac arrest protocols, with just 22% requiring contractors to comply with the member's Gender Equality policy. Hopefully with the good discussions that took place between the members and the Risk Reps, these numbers, and practices, will improve. When it comes to transportation, 64% provide transportation for recreation program participants with 86% using employees or volunteers to drive the vehicles. Only 75% check driving records. There was an opportunity here for discussions with the members about the importance of criminal background checks, reference checks, and driver training.

The Targeted Risk Management Review option proved to be very popular again this year. The Risk Management Reps and members together reviewed and discussed members' contracts, programs, and policies and procedures across a wide array of topics including personnel policies, volunteers, and parks. Many members reviewed the Special Events Toolkit with the Risk Reps, working to make improvements to their special events' processes and procedures. The Targeted Risk Management Reviews also included risk management reviews of numerous properties and facilities from parks and playgrounds to swimming pools and community centers.

Watch for the January newsletter which will detail the 2019 COMPACT Audit. As a sneak peek, members in 2019 will once again work closely with their Risk Management Representative to formulate a tailored review. The option 1 traditional audit topics will again include Parks and Recreation Programs, and Personnel. Public works with an emphasis on roadways will be added in as a third choice.

As we get ready to turn the calendar over to 2019 WCIA looks forward to another great year and the opportunity to continue supporting the membership!

***P.S.: Be sure to watch for information in the New Year on the 2019 Grant program!***