



Loss Prevention and Human Resource Meeting

Located at Trinity Alps Golf Course

Loss Prevention Agenda

August 16th-18th 2016

Weaverville, CA

Tuesday, August 16th, 12:00 PM – 5:00 PM

- | | |
|----------------|---|
| 12:00-1:00 PM | Lunch at Trindel Office |
| 1:00 – 1:45 PM | Welcome and Introductions
"Round table open discussion on Employee Assistant Program. Share and discuss what your county is doing with them." |
| 1:45 – 2:30 PM | CSAC-EIA, Rick Brush, Chief Member Services Officer
"Identifying and creating future program enhancements." |
| 2:30 – 2:45 PM | Break |
| 2:45 – 3:55 PM | DATA Reporting, Rachael Ridley, Trindel Loss Prevention and Safety Analyst
"What is your 5 year data trend telling you?" |
| 4:00 – 5:00 PM | Loss Prevention County Reports
"A time to share on your counties challenges, successes and doings." |
| 6:15 PM | Dinner – Strawhouse Resort |

Wednesday, August 17th, 8:30 AM – Noon

- AM **Breakfast - Indian Creek Lodge**
- 8:30 – 9:30 AM **Safety and Incident Hazard Reports, Todd Manouse, Colusa Co
Safety Officer**
“Creating a safety culture & employee engagement.”
- 9:30 – 10:30 AM **Policy Discussion on Emergency Action Plan/Active Shooter**
“Bring your county’s policy to share, ask questions or fill in the
blanks.”
- 10:30 – 10:45 AM **Break**
- 10:45 – 11:45 AM **Trindel Loss Prevention Audit, Randy Robertson, Director of Loss
Prevention Services**
Roundtable discussion on 2016 audit. How did it go?
- 11:45 AM **Break for Lunch – Trinity Alps Golf Course**



Loss Prevention and Human Resource Meeting

Located at Trinity Alps Golf Course

Human Resource Agenda

August 16th-18th 2016

Weaverville, CA

Wednesday, August 17th, 1:00PM to 5:00PM

- | | |
|-----------------|--|
| 12:00 - 1:00 PM | Lunch - Trinity Alps Golf Course |
| 1:00 - 2:15 PM | Marijuana in the Workplace, Liebert Cassidy Whitmore, Gage Dungy
"Knowing what steps to take to address such use in the workplace within the parameters of the law." |
| 2:15 - 2:30 PM | Break |
| 2:30 - 3:00 PM | Stress Reduction, Clarity Seminars, David Gamow
"Webinar discussion and introduction." |
| 3:00 - 3:30 PM | Team Building |
| 3:30 - 5:00 PM | Leader FISH, Trindel Loss Prevention Director, Randy Robertson
"The best leaders don't just value results. They value people." |
| 6:00 PM | Dinner - Indian Creek Lodge |

Thursday, August 18th, 8:30 AM to 12:00 PM

- | | |
|------------------|--|
| AM | Breakfast - Indian Creek Lodge |
| 8:30 - 10:00 AM | Human Resource County Reports
"Share your county's HR world." |
| 10:00 - 10:15 AM | Break |
| 10:15 - 11:30 AM | Policy Discussion on Sexual Harassment/Bullying/Professional Conduct
"Bring your county's policy to share, ask questions or fill in the blanks." |
| 11:30 - 12:00 PM | Closing/Discussion on Upcoming Topics |

Topic Descriptions

CSAC-EIA, Rick Brush

As Chief Member Services Officer for the EIA, Rick is responsible for the delivery of professional, reliable risk management services to EIA members, as well as identifying and creating future program enhancements. Member Services is the umbrella for risk management, claims and loss prevention services. Prior to joining the EIA, Rick was with Bickmore for 13 years, where he ran a joint powers authority for seven years, formed 5 self-insurance groups and was responsible for setting Bickmore's business development strategies.

DATA Reporting

There is really only one question to ask when interpreting data and it is, "Has a change occurred?" We will spend time reviewing data for injuries in our Counties spanning the previous five years. The data will further identify any trends that have occurred, and the group will discuss remedies. After that question is answered, there are a host of follow-on questions to ask, such as, "Why haven't we improved?"

"Without data, all anybody has is an opinion" ~ Edward Deming

County Reports

We will discuss current events, issues and concerns as well as solutions for what has been going on in your county since our last meeting. This is a great opportunity to discuss issues confronting our members in Loss Prevention and Human Resource programs, learn from each other, share best practices and explore new solutions for those critical issues we all face

Safety and Incident Hazard Reports

Todd Manouse, Colusa County Safety Officer

Nearly 20 years of experience as a safety professional. Todd has a Bachelor's Degree in Technical Management and a minor in Occupational Safety and Health from Embry Riddle Aeronautical University. His focus in college was industrial ergonomics, safety, and loss control; mostly in the industrial and aviation field. He served in the United States Air Force for over 21 years as an Aircraft Electrical Environmental Systems expert, Quality Assurance Inspector, Safety Manager, and Field Training Instructor. Todd completed every level of professional military education during my career and is most proud of my selection to the Coast Guard, Chief Petty Officers Academy in Petaluma which I graduated from in 2002. Todd earned the Meritorious Service Medal, 3 Oak Leaf Clusters, Air Force Commendation Medal, 3 Oak Leaf Clusters and an Occupational Instructor Certificate. He completed his military career as the Superintendent of the only U2 Aircraft Training Detachment in the world at Beale AFB in 2003. Todd has nearly 5 years' experience in County government and has enjoyed the challenge of leading a successful loss prevention program.

Policy Discussion

Trindel's goal is to help every county succeed in the Loss Prevention Audit. Two policies are checked each Loss Prevention Audit year. This meeting we'll go over this year's audit policy of Emergency Action Plan/Active Shooter and Sexual Harassment/ Bullying/ Professional Conduct. Bring your county's policy to share, ask questions or fill in the blanks.

Loss Prevention Audit

Randy Robertson, Director of Loss Prevention Services

Let's discuss the Loss Prevention Audit; how did it go? Randy will be discussing the scores and data from the 2016 audit. What worked and what didn't work. The Trindel Loss Prevention team wants to hear your experience and ask questions.

Marijuana in the Workplace

Gage Dungy, LCW

Marijuana use in the workplace presents many challenges for the public employer. This workshop will help public agency managers and supervisors deal with the impact of marijuana use in the workplace environment and assist them in knowing what steps to take to address such use in the workplace within the parameters of the law. The workshop will also identify the legal and practical matters an agency should consider before undertaking measures to prevent and remedy marijuana use in the workplace. In addition, the workshop will emphasize the following topics:

- Implementing an effective, practical, and legal drug policy

- Permissible pre-employment drug inquiries and exams
- Employee Drug testing
- Investigating drug use
- Discipline and other options if an employee tests positive for drug use
- Reasonable accommodations for recovering drug abusers
- U.S. Department of Transportation (DOT) regulations for commercial drivers
- Impact of Medical Marijuana Law on employee drug use
- Effect of potential marijuana legalization efforts on current drug policies

Stress Reduction

The common response to stress is to wish circumstances would change to be more in our favor ("If I only had more money, if only my boss were nicer to me, if only I had a better relationship, if only my co-workers were more competent...). But this "strategy" rarely results in anything positive happening and even on the occasions things change for the better, we just move on to the next stress-inducing circumstances that needs to be "just a little bit different"

As stress is based in the mind there are clinically-tested things we can do to dramatically reduce stress in ourselves even when the circumstances are very difficult. We will share our approach to helping others using both breathing techniques and cognitive changes. Our work results in reduced levels of burnout, better health, fewer sick days, a much improved work environment, and a host of other factors not specifically health related. We have done this work for 20 years and trained well over 30,000 people at places like Stanford, The US Treasury, The UN, the San Francisco Police Academy, IBM, GE, NASA...and hundreds of other corporations and government agencies.

Leader FISH

Randy Robertson, Trindel Director of Loss Prevention Program

So not buying this "FISH" thing hook, line and sinker? Or "that fish stuff doesn't work here" or "we are public sector, we are government, we cannot be playing and having fun". If you have heard those statements then you may have a leadership problem. Trindel is pleased to bring you a series of three "FISH for Leaders" workshop where we will explore the importance of: example, leadership style and self-awareness as we discuss the 4 principles of "FISH" as they apply to leaders. These workshops are specifically targeted at people in a leadership role in your organization and yes they do count a credit for your Loss Prevention Audit as an LSTP workshop.

Logistics

Meeting Room Location:

Trinity Alps Golf Course
130 Golf Course Dr.
Weaverville, CA
530.623.6209

Hotel Accommodations:

Indian Creek Lodge
CA-299
Douglas City, CA
530.623.6294

We have a block of rooms reserved for our meeting. Please confirm your attendance with Heidi Miller, Loss Prevention Coordinator for Trindel, as she will reserve your room. When you arrive, provide your name to the front desk for your accommodations. **Please provide your attendance for rooming by 07/20/16. After this date reservations will be upon the attendee for their own accommodations.**

Trindel will cover lodging, meals, and mileage only. No alcohol beverages will be covered.

Contact Information:

Heidi Miller, Loss Prevention Program Coordinator
Phone: Office #530.623.2322 Cell #530.739.8153
Email: hmiller@trindel.org