



Workers' Compensation

Montana Association of Counties Workers' Compensation Trust

RAVALLI COUNTY WCT SAFETY LOSS CONTROL CREDITS July 2014 – June 2015

Safety Fest /Safety Congress Attendance	Implementation of the OTSP and Action Plan	Viable Safety Committee	MACo & County Wide Training	Experience Modification Factor	Total
3	3	3	3	0	12

The above chart shows the MACo Workers' Compensation Trust Loss Control Credit criteria and points earned for the 2014-2015 policy year. The WCT Trustees approved the distribution of \$100,000 for loss control credits to be dispersed among the 45 member counties. The total premium credit is based on an adjusted percentage of the workers' compensation premium based on the allocation of \$100,000. Enclosed is your safety evaluation form as well as your check based on the following calculations:

Annual Premium **\$316,003**

Adjusted Credit Percentage **0.93%**

Total Premium Credit

\$2,933 *ck*

Thank you for participating in the MACo WCT OnTrack Safety Program. It is recommended that your check be used to enhance your county's safety and loss control efforts. Feel free to contact us with any questions.

RECEIVED

SEP 02 2015

Ravalli County Commissioners

2715 SKYWAY DRIVE, SUITE A, HELENA, MT 59602
(406) 449-4370 Fax (406) 442-5238
www.mtcounties.org

--	--	--	--	--

Elements of Safety Program	Yes	No	Comments
Management Leadership and Employee Participation			
A. Management Support			
1. Does at least one commissioner attend the safety committee meeting?		x	Goal
2. Do elected officials and department heads attend safety trainings?	x		
3. Do department heads allow employees to attend safety training?	x		
B. Employee Support			
1. Do employees from all department attend training?	x		
2. Do employees recognize hazards and report them?	x		
C. Viable Safety Committee			
1. Have a minimum of 4 meetings one per Quarter	x		
2. Have documentation of the minutes , agenda and attendance	x		
3. Majority of committee members attend 75% of the time	x		
4. Have safety committee activities that assist the employer in fact findings.	x		
D. Contractor Safety			
1. Check to see if contractors have Certificate of Insurance	x		
2. Check to see if the independent contractor is Exempt	x		
Workplace Analysis			
A. Job Safety Analysis (JSA)		x	
1. Identify the High Risk Tasks		x	
2. Complete a JSA using the provided form		x	
3. Complete or review a JSA when an incident/near miss occurs involving a task		x	

Elements of Safety Program	Yes	No	Comments
B. Workplace Inspections			
1. Annual inspection and documentation of findings with department head/supervisor participation	x		Jim done the inspections
2. Tracking system to document corrective actions (Excel spread Sheet)		x	Goal- Honey do list
Incident/Near Miss and Trend Analysis			
1. Documentation of incident investigation/near miss investigation with detailed findings and recommendations for solutions		x	The majority are not being investigated.
2. Committee review of the investigation form and recommendation for prevention.	x		
3. Committee review of trend analysis and identifying areas of concern	x		
Hazard Prevention and Controls			
1. Documentation of pre-trip inspections of heavy equipment and county vehicles	x		
2. Documentation of scheduled maintenance of equipment	x		fleet-system
3. Documentation of reporting system for identifying hazards	x		
Emergency Response			
A. Emergency Preparedness			
1. Written Emergency Preparedness Plan/review annually	x		
2. Completed at least one drill (fire, earthquake, shooter) annually	x		Shooter and fire
B. CPR/ First Aid Certified/AED Plan			
1. Have employees that are CPR /First Aid Certified	x		
2. Registered AED and written plan if Applicable			Do not have AED's
Mandatory Written Programs			
A. Hazard Communication Program			
1. Written program that includes Global Harmonization	x		
2. Review annually and revise as needed		x	Inventory in process for SDS's
3. Annual training	x		

Elements of Safety Program	Yes	No	
B. Bloodborne Pathogen Program			
1. Written program	x		
2. Review annually and revise as needed		x	Need to review
3. Annual training	x		Certificate of completion
C. Lockout/Tagout Written Program			
1. Written program	x		
2. Review annually and revise as needed	x		
3. Annual training	x		
D. Respirator Program if applicable			
1. Written Program			
2. Review and revise as needed			
3. Annual Training			
Safety and Health Training			
1. Documentation of training- attendance sheets with subjects, dates and name of instructor or DVD	x		Jim has done majority of the training
2. Orientation Training for New Employees	x		
Return to Work Program			
1. Written policy	x		
2. Initial training and additional training as needed	x		
Record Keeping			
1. Completing the OSHA Log 300	x		
2. Posting the OSHA Summary in February	x		

Ultimate Goal : Lower the Experience Modification Factor from 1.25 to .75

Goals:

1. Have one commissioner attend the safety meetings

2. Conduct a thorough investigation of incidence/ near miss with solutions to prevent reoccurrence. The departments are not consistent in conducting investigation.

3. Track corrective actions from inspection findings (It could be a word document or a excel spread sheet with findings and dates of corrections.)

4. Revise the written Hazard Communication program to include global harmonization and inventory of chemicals

Comments:

Ravalli County is always a pleasure to visit. MACo Workers' Compensation Trust thanks you for your support. This years evaluation is great improvement from the last three years.

Good Job!!!

Jim Muskovich has been working close with your county to help move the county's safety program in a positive direction. Jim and I have discussed solutions that would benefit the county's safety program. We both agree on one solution, which is the possibility of the county hiring a part-time safety coordinator. This person would have the time that is necessary to oversee a safety program.

In addition, this person would have the time to do follow-through on investigation, follow-through on corrective actions and follow-through on paper work.

Roberts Jenni does try to spend as much time possible to over see the program. But in reality his focus has to be on personnel issues. He does not have the time that is needed to coordinate a safety program effectively.