

**CITY OF LODI  
INFORMAL INFORMATIONAL MEETING  
"SHIRTSLEEVE" SESSION  
CARNEGIE FORUM, 305 WEST PINE STREET  
TUESDAY, JULY 24, 2001**

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, July 24, 2001 commencing at 7:05 a.m.

**A. ROLL CALL**

Present: Council Members – Hitchcock, Howard, Land, and Mayor Nakanishi

Absent: Council Members – Pennino

Also Present: City Manager Flynn, City Attorney Hays and City Clerk Blackston

**B. CITY COUNCIL CALENDAR UPDATE**

City Clerk Blackston reviewed the weekly calendar (filed).

**C. TOPIC(S)**

**C-1 "City of Lodi Workers Compensation Program"**

Kirk Evans, Senior Human Resources Analyst, provided the Council with a brief history of the Workers' Compensation system. With the aid of overheads (filed), he described the benefits available to employees through Workers' Compensation. Miscellaneous employees are eligible for disability benefits equal to two-thirds of their salary up to a cap of \$490 a week; Police and Fire employees receive their full salary.

Mr. Evans reported that the City is self-insured for Workers' Compensation benefits. Reimbursement is provided on claims over \$250,000, from the Local Agency Workers' Compensation Excess – Joint Powers Authority. Over the past three to five years, the average number of claims has been 112 per year.

In response to Council Member Land, Gary Archibald, President of Innovative Claims Solutions (ICS), the City's Workers' Compensation administrator, stated that there are currently 64 outstanding claims, on which there is a reserve of \$1.1 million.

In reply to questions by Council Member Hitchcock, Mr. Evans explained that in 1998-99 there was a catastrophic claim of nearly \$400,000. Over the past ten years, the City's total cost for Workers' Compensation claims has averaged \$841,000. The Police Department accounts for one-third of the claims; Fire Department one-fifth; Public Works one-fifth; Parks and Recreation 10%; Electric Utility 10%; and all others 7%. Mr. Evans attributed the low number of claims from the Fire Department to a generally younger, healthier workforce. The Fire Department also makes non-smoking a condition of employment.

Discussion ensued regarding the differences between Police and Fire responsibilities.

City Attorney Hays interjected that the law presumes for safety personnel that illness (e.g. heart attack, cancer, etc.) is job incurred; this does not apply to Miscellaneous employees. This presumption has a great affect on the level of Workers' Compensation claims history for safety personnel.

In response to Council Member Hitchcock, Human Resources Director Narloch reported that the majority of safety personnel retire on disability.

In answer to Council Member Howard, Mr. Evans stated that fraudulent claims are a very rare occurrence.

*Continued July 24, 2001*

Mr. Evans reported that the following processes are currently taking place to address the needs of City employees and to bring Workers' Compensation claims to a resolution:

- Quarterly reviews with Department Heads
- Conduct post claim meetings with employees
- Modified duty
- Conduct meetings with Workers' Compensation claims coordinators in every department
- Provide hepatitis shots for public safety employees
- Flu shots are available free of charge to all employees
- Provide hearing protection and annual testing for employees exposed to intense sound
- Firefighters have a program at St. Joseph's Hospital for annual physical examinations and blood testing
- Safety videos for departmental use

Mr. Evans stated that he would also like to offer body mechanics training to field employees. In addition, he suggested contracting with an ergonomics specialist to advise departments on methods for preventing repetitive motion injuries.

In reply to Council Member Land's inquiry about cost, City Manager Flynn stated that typically the City would share the cost of such a program with other cities in the Joint Powers Authority.

Council Member Howard suggested that staff contact Lodi Memorial Hospital for ergonomics training, as it has in-house personnel qualified to review workstations' ergonomic issues and teach body mechanics.

Mr. Evans reported that the City currently has an Injury and Illness Prevention Program; however, it needs updating and revisions should also be made to the programs for Public Works and Electric Utility.

Council Member Land asked whether the Fire Department conducts inspections for hazardous conditions on City property. Fire Chief Pretz answered that he did not believe so. City Manager Flynn agreed with Council Member Land that it would be a good idea to begin instituting such inspections.

Mr. Evans reported that he would like to add and/or improve the following programs:

- Health and Wellness Program
- Revise the Safety Incentive Program
- Improve communications with physicians
- Develop a policy and procedure document for the City's Worker's Compensation Program
- Defensive driver training

In response to Mayor Nakanishi, Mr. Evans reported that insurance for Local Agency Workers' Compensation Excess – Joint Powers Authority, is \$50,000 per year. Mayor Nakanishi expressed concern that with the recent increase in Police and Fire personnel, the City is increasing its risk. He asked for further information to be provided to him on this subject.

Mr. Archibald stated that 80% of the cost associated with Worker's Compensation programs is related to employee morale. He commented that Lodi does not appear to have a problem in this area, which is evident by its lower costs as compared to other cities. He warned that pending legislation might substantially increase Workers' Compensation benefits. There is a proposal to raise weekly benefits, increase disability benefits, and increase the presumptions for Police and Fire employees.

*Continued July 24, 2001*

**D. COMMENTS BY THE PUBLIC ON NON-AGENDA ITEMS**

None.

**E. ADJOURNMENT**

No action was taken by the City Council. The meeting was adjourned at approximately 8:05 a.m.

ATTEST:

Susan J. Blackston  
City Clerk

## Mayor's & Council Member's Weekly Calendar

### WEEK OF JULY 24, 2001

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Tuesday, July 24, 2001

- 7:00 a.m. Shirtsleeve Session  
1. City of Lodi Workers Compensation Program
- 7:00 p.m. Stakeholders' planning meeting regarding the Library Facilities Master Plan, Carnegie Forum.
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Wednesday, July 25, 2001

- Reminder Nakanishi. LCC Executive Forum & Redevelopment Conference, Monterey, July 25 - 28, 2001.
- 10:00 a.m. Nakanishi and Land. Dedication and ribbon cutting ceremony for new "Lodi Solar Port & Electric Vehicle Charging Station", MSC.
- 7:00 p.m. Library Board Town Hall Meeting regarding the Library Facilities Master Plan, Lodi Public Library ~ "Bud" Sullivan Community Room.
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Thursday, July 26, 2001

- Reminder Nakanishi. LCC Executive Forum & Redevelopment Conference, Monterey, July 25 - 28, 2001.
- 5:30 - 7:30 p.m. Chamber mixer at Micke Grove.
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Friday, July 27, 2001

- Reminder Nakanishi. LCC Executive Forum & Redevelopment Conference, Monterey, July 25 - 28, 2001.
- 11:00 - 3:00 p.m. Fairmont Rehabilitation Hospital Award of Excellence "Hawaiian Luau Celebration" Open House, 950 S. Fairmont Avenue.
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Saturday, July 28, 2001

- Reminder Nakanishi. LCC Executive Forum & Redevelopment Conference, Monterey, July 25 - 28, 2001.
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Sunday, July 29, 2001

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Monday, July 30, 2001

# City of Lodi

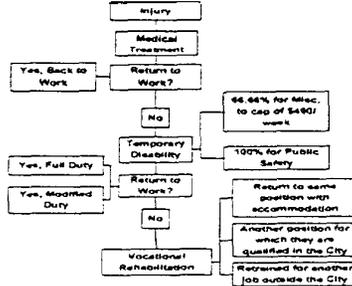


Workers' Compensation Program

## Presentation Outline

- Workers' Comp Process
- Claims History
- Current Programs
- Future Programs

## Workers' Compensation Process



# Claims History

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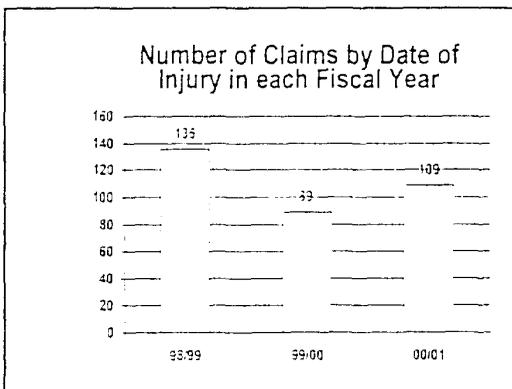
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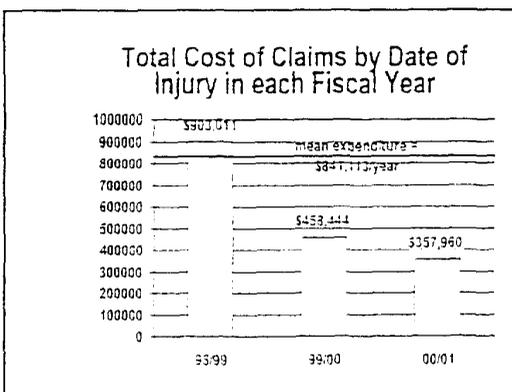
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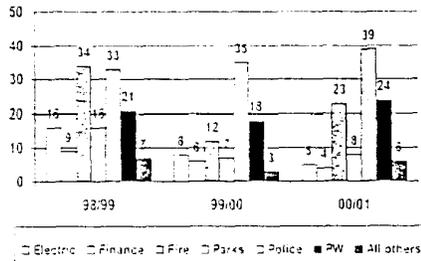
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Number of Claims by Department by Date of Injury in each Fiscal Year




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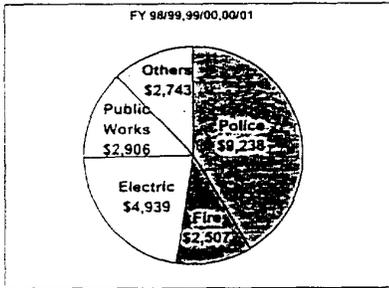
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Mean Cost per Claim by Department




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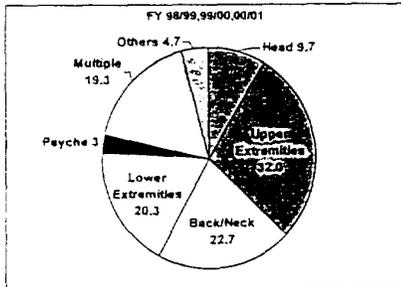
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Mean Number of Claims by Body Part




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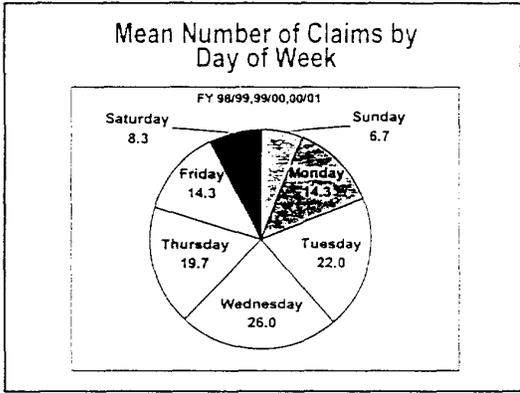
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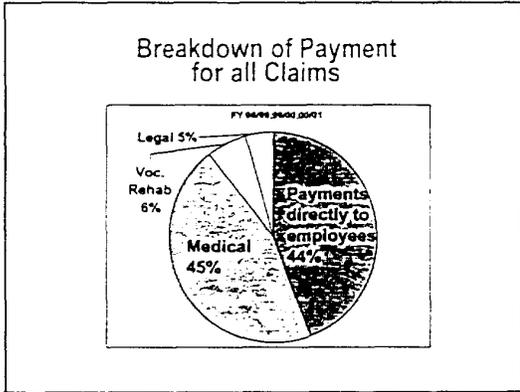
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### Current Programs

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### Quarterly Review with Department Heads

- Review of all workers' comp claims with every department
- Allows Risk Mgmt to coordinate status of injured employees with Dept Heads
- Dept Heads provide direct input on subjects such as ways to help injured employees return to work

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### Post-claim Meetings with Employees

- Meetings are optional
- Communicate to employees that City is concerned about their well-being
- Provides opportunity for employee & Risk Manager to share information not found in standard forms/letters
- Provides conduit between employee & Third Party Administrator to ensure employee's needs are met

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### Modified Duty

- Returns employee to work much quicker versus waiting for full recovery
- Gets employee active while completely adhering to restrictions
- Prevents employee from getting lethargic or depressed
- City receives productive work vs. no effort if employee remains at home

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### Other Programs

- Meetings with w.c. claims coordinators in each department
- Hepatitis Shots
- Flu Shots
- Hearing Testing
- Firefighter blood tests & annual physical exams at St. Joseph's
- Extensive video library on many safety & wellness-related subjects

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### Future Programs

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### Body-Mechanics Training

- Back/strain injuries are prevalent and expensive to treat throughout California. Training provides:
- Personal evaluation for participating employees
- Basic information about Muscle Function & Prevention Principles
- Tips on applying knowledge to each employee's specific function
- Corrective tools through exercise participation
- Follow-up, re-evaluation of individual progress
- Further exercise demonstration

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### Ergonomics Specialist

- Contract with ergonomics specialist who will advise departments on methods for preventing repetitive motion injuries. Specialist will provide:
- Worksite evaluation - Evaluation of jobs or operations of identical work activity which may cause repetitive motion injuries
- Exposure Control - Specialist can recommend ways to correct or minimize exposures e.g. work station redesign, adjustable fixtures, and controls such as work pacing or breaks

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### Update Injury & Illness Prevention Program

- Five components of IIPP are:
- Training of employees and communication of hazards
- Reporting work-related injuries/illnesses
- Inspection of workplace for hazards
- Correcting hazardous conditions
- Keeping records to document above requirements

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### Health and Wellness Program

- Objective: Improve the productivity, safety & mental awareness of City employees. Potential benefits are:
- Heart & Circulatory System Health
- Weight Control
- Orthopedic Injury Prevention
- Improved Mental Well-Being
- Reduced chance of violence in workplace

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### Revise Safety Incentive Program

- Safety bucks in effect for eight years
- Some employees value the program, but it is not having a direct impact on reducing claims
- Program development will include input from employees who will participate in and benefit from the new safety incentives

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### Other Future Programs

- Develop Effective Working Relationships with Local Physicians
- Workers' Compensation Policy and Procedure
- Defensive Driving for City Employees



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