



Human Resources - Risk Management 50401.461.

Mission Statement

To protect the County against financial consequences of accidental losses at all levels of exposure and to preserve the assets and public service capabilities from destruction or depletion; to minimize short and long term cost to the County of all activities related to identification, prevention and control of accidental losses and their consequences, and to assist departments in the establishment of a safe work environment in which employees, as well as members of the general public, can enjoy safety and security in the course of their daily activities.

Function

Administer the County's self-insured Risk Management program, participate in the Washington Counties Risk Pool, insurance procurement, safety and health programs, loss control, claims handling, accident investigation, adjusting services, and countywide employee orientation and training. Risk Management will continue the goal of lowering risk and, loss from that risk, while seeking positive results from management and employees to utilize risk control and loss prevention techniques which lead to an improved security and safety culture in the workplace. This division is funded through Workers Compensation and Risk Management internal service funds. Manage, guide and direct countywide public records management processes inclusive of archiving, management, and release of all associated processes in the identification and release of public records.

Trends/Events

Trends in the Risk Management arena continue to surround increasing frequency and severity in the following areas:

1. Jail/custody litigation exposure. Effective response to these incidents will continue to require focused supervisory training, rapid response on incident notifications and pre-defense review processes.
2. Continued trends in premium increases of insurance in the categories of Liability (up 40%), Property (up 12%), and Cyber security (up 17%). These trends are proactively addressed through implementation of tighter underwriting standards and premium negotiations.
3. Washington counties will continue to be impacted by the lack of state legislature response in dealing with tort reform.
4. Eliminate, reduce, or transfer (insure) as much potential risk and loss to county resources through proactive Enterprise Risk Management programming.

5. Upward trend in cyber attacks (ransomware attacks) against both private and governmental entities.
6. Ongoing use and expansion of remote workforce capabilities.

Event issues impacting the county Risk Management efforts include:

1. Major litigation(s);
2. Continued pandemic response and associated responsibilities.

Goals

1. Eliminate, reduce, or transfer (insure) as much potential risk and loss to county resources through proactive Enterprise Risk Management programming.
Continued evaluation of all county insurance programs for cost effectiveness and exposure control.
2. control.
3. Continued tracking and enforcement of insurance requirements in policy for Risk Pool compliance required of vendors and contractors.
4. Continue to expand the number of supervisors trained in the Risk Pool multi-level supervisory training program.
5. Continued expansion of the walk through and inspection program of County facilities for safety compliance and risk vulnerability (on-going)
6. **Goal met in 2022** - Through a collaborative approach, ensure ongoing training needs are met throughout the organization as it relates to public records requests processing, responsibility, and accountability (on-going).
7. Work with Information Technology to develop a method to retain/preserve county-wide voicemail to comply with the Public Records Act.
8. Reduction of the number of annual safety incidents in empowering safety committee representatives to perform regular inspections and encouraging departmental group training sessions which will assist in fostering relationships with the employees they represent (on-going).
9. Increase employee safety awareness in performing work duties by comprehensive implementation of the county safety committee (on-going).
10. Hold hands-on staff training on various safety topics (i.e. CPR, Fire Extinguisher).
11. Continue to expand the number of department heads/supervisors attending the NACO Professional Development Academy (31 have attended to date).
12. Continue updates to Information Technology Infrastructures, networked devices, and outdated and unsupported software so as to minimize exposure to cyber attacks.

Workload Indicators

	2020 Actual	2021 Actual	6/30/22 Actual
Background Investigations	223	270	246
Claims Reported/Pre Defense Reviews	17/0	23/0	6/0
Tort Claims/Lawsuits Filed	5/1	18/0	6/0
Tort Claims Denied or Diverted	8	10	2

Tort Claims Closed or Settled (Includes claims rolling over from prior years)	3	13	3
Tort Claims Currently Managed (WCRP Open Loss Run)	5	2	2
1st Party Claims Managed	1	0	0
Property/casualty claims open and managed	0	0	0
Public Records Requests Completed CO/CCSO	438/1087	415/841	786
Public Records Requests Open/Closed	1416/1080	1566/1256	786/665

(*)=Not Tracked (**)= End of year open claims

Grant Funding Sources

This fund does not receive any grant revenue.

Revenues

	2020 Actual	2021 Actual	6/30/22 Actual	2023 Budget
Beginning Fund Balance	706,829	1,208,849	1,340,734	1,341,335
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Goods and Services	2,235,145	2,249,206	1,366,204	2,984,691
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	539	3,123	344	600
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
Total	2,942,513	3,461,178	2,707,282	4,326,626

Expenditures

	2020 Actual	2021 Actual	6/30/22 Actual	2023 Budget
Ending Fund Balance	1,208,849	1,340,734	2,209,786	1,341,935
Salaries and Wages	314,053	347,911	189,644	433,809
Personnel Benefits	110,585	113,883	62,146	130,819
Supplies	8,151	7,387	5,133	12,150
Other Services and Charges	1,244,964	1,600,789	189,760	2,341,893
Intergovernmental Services	0	0	0	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	55,910	50,474	50,814	66,020
Transfers Out	0	0	0	0
Total	2,942,513	3,461,178	2,707,283	4,326,626

Staffing

	2020 Budget	2021 Budget	2022 Budget	2023 Budget
Full Time Equivalents	3.25	3.68	3.68	4.18

FTEs redistributed between Human Resources, Risk Management & Workers Compensation.
2018 increased FTEs - new Public Records division.