



## Human Resources - Risk Management 50401.461.

### Mission Statement

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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

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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

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**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 19%), Property (up 35%), and Cyber security. 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. Continued evaluation of use and expansion of remote workforce capabilities.
7. Upward trend in significant employee life events needing additional resources, both internal and external.

**Event** issues impacting the county Risk Management efforts include:

1. Major litigation(s);
2. Administrative Office of the Courts (AOC) directed courthouse security evaluation measures with additional guidance provided by the U.S. Marshalls.
2. Washington Counties Risk Pool restructure of experience rating calculations.

## Goals

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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. Continued tracking and enforcement of insurance requirements in policy for Risk Pool compliance required of vendors and contractors.
3. Continue to expand the number of supervisors trained in the Risk Pool multi-level supervisory training program.
4. Continued expansion of the walk through and inspection program of County facilities for safety compliance and risk vulnerability (on-going)
5. 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).
6. 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).
7. Increase employee safety awareness in performing work duties by comprehensive implementation of the county Safety Committee (on-going).
8. Continue to expand the number of Department Heads/Supervisors attending the NACO Professional Development Academy (31 have attended to date).
9. Continue updates to Information Technology infrastructures, networked devices, and outdated and unsupported software so as to minimize exposure to cyber attacks.
10. Implementation of a critical response program for significant life events.

## Workload Indicators

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	2021 Actual	2022 Actual	6/30/23 Actual
Background Investigations	270	322	158
Claims Reported/Pre Defense Reviews	23/0	22/0	8/1
Tort Claims/Lawsuits Filed	18/0	17/3	7/1
Tort Claims Denied or Diverted	10	9	4
Tort Claims Closed or Settled (Includes claims rolling over from prior years)	13	6	0

Tort Claims Currently Managed (WCRP Open Loss Run)	2	6	7
1st Party Claims Managed	0	0	0
Property/casualty claims open and managed	0	0	0
Public Records Requests Completed CO/CCSO	415/841	495/837	329/415
Public Records Requests Open/Closed	1566/1256	1380/1332	771/776

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

## Grant Funding Sources

This fund does not receive any grant revenue.

## Revenues

	2021 Actual	2022 Actual	6/30/23 Actual	2024 Budget
Beginning Fund Balance	1,208,849	1,340,734	1,295,111	1,295,712
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Goods and Services	2,249,206	2,484,008	2,313,136	3,569,234
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	3,123	5,520	1,083	600
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
Total	3,461,178	3,830,262	3,609,330	4,865,546

## Expenditures

	2021 Actual	2022 Actual	6/30/23 Actual	2024 Budget
Ending Fund Balance	1,340,734	1,295,111	3,001,565	1,296,312
Salaries and Wages	347,911	373,367	187,875	453,708
Personnel Benefits	113,883	123,121	65,867	134,812
Supplies	7,387	11,170	532	12,150
Other Services and Charges	1,600,789	1,968,715	287,470	2,886,425
Intergovernmental Services	0	0	0	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	50,474	58,777	66,020	82,139
Transfers Out	0	0	0	0
Total	3,461,178	3,830,262	3,609,330	4,865,546

## Staffing

	2021 Budget	2022 Budget	2023 Budget	2024 Budget
Full Time Equivalents	3.68	3.68	4.18	4.67

FTEs redistributed between Human Resources, Risk Management & Workers Compensation.

2018 increased FTEs - new Public Records division.