

**Risk Management Division
Municipal Manager**

Anchorage: Performance. Value. Results.

Purpose

Minimize the financial impact and loss of “Human resources”, from known and unknown events and accidents.

Core Services

- Process auto liability, general liability and workers’ compensation claims timely and in compliance with prevailing statutes
- Pursue all recoveries of damage to Municipal property directly, through arbitration, MOA Prosecutor and the District Attorney’s office
- Review all permits, contracts and Request for Proposal (RFP) to ensure contractors have adequate insurance to protect the MOA
- Market excess auto liability (AL), general liability (GL), workers’ compensation (WC) and property coverage

Accomplishment Goals

- 24 hour claimant contact and zero Workers’ Compensation late payment penalties
- Recover \$1,000,000 annually in damage to MOA property
- Assure a 24 hour turn around on all permits, contracts & Request for Proposal (RFP)
- Hold insurance renewals to expiring premiums or less annually for both the MOA and ASD. Inventory is added as acquired.

Performance Measures:

Progress in achieving goals will be measured by:

Measure #1: Length of time for Departmental reporting Worker’s Compensation accident/injury to Risk Management. Goal: <48 hours 80% of the time.

2017	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Workers’ Compensation reports received later than 48 hours	*148/65 44%			

*# of reports received / # of reports received late

2016	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Workers’ Compensation reports received later than 48 hours	*134/42 31%	*104/33 32%	*133/64 48%	*116/45 39%

*# of reports received / # of reports received late

Safety Division Municipal Manager

Anchorage: Performance. Value. Results.

Purpose

Protect the employees and citizens of the Municipality from unsafe conditions and acts.

Core Service

Determine frequency and severity as pertains to “Root Cause of Accidents”

Accomplishment Goal

Lower the cost of Municipal operations by reducing both the number of accidents and the severity of accidents in workers’ compensation, auto liability and general liability exposures.

Performance Measures

Progress in achieving goal shall be measured by:

Measure #1: Reduction in the number of incidents/claims by 5% annually (frequency)

2017	1 st Quarter # claims	\$ Amount
General Liability	7	\$73,016
Auto Liability	23	\$78,050
Workers’ Compensation	158	\$852,008
Totals	188	\$1,003,074

2016	1 st Quarter # claims	\$ Amount	2 nd Quarter # claims	\$ Amount	3 rd Quarter # Claims	\$ Amount	4 th Quarter # Claims	\$ Amount
General Liability	7	\$12,495	7	\$50,194	17	\$43,168	10	\$42,760
Auto Liability	16	\$154,800	7	\$150,630	12	\$60,993	15	\$41,064
Workers’ Compensation	134	\$1,445,981	104	\$629,243	124	\$660,566	118	\$1,480,261
Totals	157	\$1,613,276	128	\$830,067	153	\$764,727	143	\$1,564,085

YTD Increase + or Reduction -	+16%	-38%						
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Performance Measure Methodology Sheet
Risk Management Division
Municipal Manager

Measure #1: Length of time for reporting of Departmental reports, claims and incidents to Risk Management
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Type

Effectiveness

Accomplishment Goal Supported

Claim handling as required by the Alaska Fair Claims Settlement Act and Workers' Compensation Act

Definition

Workers Compensation Coordinator reviews reports to State of Alaska Department of Labor and seeks recovery of penalty from contractor.

Data Collection Method

Monthly, quarterly and annual reports to all department heads and Municipal Manager

Frequency

Monthly, quarterly and annually

Measured By

The Risk Manager and actuarial studies

Reporting

Risk Management will create monthly, quarterly and annual reports regarding claim handling and penalties

Used By

All division directors, department heads, supervisors and safety officers

Performance Measure Methodology Sheet
Safety Division
Municipal Manager

Measure #1: Reduction in the number of incidents/claims by 5% annually (frequency)

Type

Effectiveness

Accomplishment Goal Supported

OSHA Act 1970, Workers' Compensation and Loss Runs

Definition

Incidents and injuries reported to Risk Management regarding MOA employees and citizens

Data Collection Method

Monthly, quarterly and annually reports from all Municipal departments

Frequency

Monthly, quarterly and annually

Measured By

OSHA 300 logs, near miss reports and Third Party Administrator loss runs

Reporting

Monthly, quarterly and annually and as requested by the Municipal Manager and Department Directors

Used By

All division directors, department heads, supervisors and safety officers