



ABAG PLAN CORPORATION
101 - 8th Street
Oakland, CA 94607-4756

Summary Minutes

**Loss Prevention Committee
Regular Meeting
March 28, 2002
Conference Room "B"**

PRESIDING	Alan Nadritch, Chair Via teleconference	Benicia
PRESENT	Larry Anderson Kristi Chapelle	Burlingame Foster City
ABSENT	Barbara Lathrop Jeff Killian Ed San Diego	Newark Millbrae Belvedere
STAFF PRESENT	Marcus Beverly, Risk Manager Carol Johnson, Secretary Jeanne Perkins, ABAG Earthquake Program Manager	

1. Call to Order

Chair called the meeting to order at 9:40 a.m. without a quorum present.

2. Public Comments

No public comments.

3. Approval of Minutes, April 25, 2001

Tabled due to lack of quorum.

4. Earthquake Property Damage Study Report

Jeanne Perkins, ABAG Earthquake Program Manager, provided a report outlining the work completed thus far and to be completed over the next few months. Focus has been uploading the property information to a new database, correcting mistakes, and filling in missing data. We have the properties mapped in our GIS system and have run a number of earthquake simulations to get a general view of the hazards. However, new loss projection data will soon be available from the state and will be used in our final report.

We are now focusing on obtaining more detailed information to better identify properties that would benefit from mitigation and do a more detailed analysis of potential infrastructure losses. Jeanne will be updating and mailing an earthquake questionnaire from a survey originally conducted over ten years ago. We will use this information to compare to the previous survey and update our property database. For example, we are

asking members to identify any properties that have undergone remodeling or earthquake mitigation and are requesting more information regarding pipelines.

Kristi Chapelle stated Foster City has all of its pipelines mapped in a GIS system and could provide that data for our study. Members should have more complete information than in the past due new financial reporting requirements required by GASB 34 accounting rules. We want to obtain as much of this detail as possible prior to running the simulations and completing the report.

5. Sewer Loss Prevention Program Report

Marcus Beverly provided an overview of the program outlined in his staff report to the committee. The program includes:

- Driver Risk Services proposal to provide model documents and training
- Brochure for educating the public on how to prevent overflows
- Grant program for providing pop-up valves to homeowners
- Model sewer ordinance criteria

The committee discussed making the procedures and training mandatory and the need of some members for additional follow-up with the consulting engineer. Issues of who should attend and where the training will be held were discussed, with desire to offer the training to as many as possible. Beverly explained we have budgeted additional funds to allow for follow up, a third training session if needed, and/or a PowerPoint presentation for training new hires or those who could not attend in person.

The committee shared additional input regarding the brochure, including more emphasis on not putting garbage, chemicals, grease, etc., in the sewer because it ends up costing much more to treat, kills the “good” bacteria used for treatment, and enters the Bay. Can also mention ability to trace dumping back to the source, particularly if a business is regularly dumping in the sewer.

The committee also discussed the pop-up program and believed it was worth funding. Larry Anderson has discussed with his public works department and was told while not a part of the plumbing code requirements it was not prohibited and they would support their use. San Bruno encourages their use and gives them away upon request. Feedback so far from other members, and a self-insured pool of sanitary districts, has been positive. We may purchase the pop-ups with that pool to lower the cost.

Beverly explained rather than writing a specific sewer ordinance he compiled the provisions of a number of ordinances, with suggested mandatory and optional triggers for installation of a clean out with back flow device.

Since we did not have a quorum the committee recommends the Executive Committee review and agree to fund the program as presented, including up to \$14,000 for brochure printing, \$16,000 for the procedures & training, and \$95,000 for pop-ups on a matching grant basis. Implementing the model procedures, attending the training, and adopting a model ordinance will be required for participation in the matching grant program.

6. Planning Meeting Issues

This item was tabled due to lack of quorum.

7. Police Steering Committee Report

Marcus Beverly presented an update from the most recent Police Chiefs meeting. The Chiefs recommend funding risk management training for next year to focus on handling emotionally disturbed persons, escalation of force, and report writing from an attorney's perspective. We will have @ \$5,000 remaining from this year's training budget, and the committee agreed to recommend an additional \$10,000 for next year.

Beverly also discussed a demonstration and proposal from SecureEye regarding digital in-car video technology. The chiefs were very impressed with the presentation, and at least two members, Pacifica and San Carlos, are proceeding to implement this technology. Staff is working with them and SecureEye to obtain grants from the Department of Justice to fund these efforts. We hope to have demo installations to share with other members and the Board in the next fiscal year and will encourage members to consider this technology when replacing or ordering new in-car cameras.

8. Defensive Driver Training

The committee held a brief discussion of the training provided by the state of CA Office of Risk & Insurance Management. Information concerning these courses has been circulated to the members with good response. Staff is arranging four days worth of training and requests the PLAN fund up to \$5,000 for these initial sessions to gauge worth and member interest. The committee recommended the Executive Committee review and approve.

9. Other Business

No other business was presented

10. Adjournment

Nadritch adjourned the meeting at 12:05 a.m.

Respectfully submitted,



Marcus Beverly
Risk Manager