

**INTERAGENCY ADVISORY COUNCIL  
ON  
LOSS CONTROL MEETING**

November 2, 2005  
9:30 A.M.-11:30 A.M.

Department of Environmental Protection  
**Carr Building**  
Conference Room 170

- OPENING REMARKS:** Jim welcomed everyone and asked that they introduce themselves and the agency they represented. He introduced Risk Services employees and thanked everyone for attending the meeting as well as participating in the Safety Awareness Campaign. Shanaz Sharifpour, IAC Chairperson was not able to attend the meeting due to illness.
- Jim McClay, CPCU,  
ARM, Risk Services  
Administrator**
- PRESENTATION OF:** Pam Martin presented the 2004/2005 Safety Awareness Campaign Awards. Individual certificates were made available to all team members who participated. Award summaries along with photos from the ceremony are attached and also may be viewed on Risk Services' website.  
<http://www.riskservices@fldfs.com>
- 2004/2005 Safety  
Awareness Campaign  
Awards**
- OLD BUSINESS:** Jim reminded and encouraged Safety Coordinators and Alternate Coordinators present, to submit the Annual Safety Program Evaluation Survey to Risk Services, before the deadline date of November 18, 2005.
- PRESENTATION OF:** The August 3, 2005 IAC Meeting Minutes were presented for acceptance. Tom Durfee from the Department of Business and Professional Regulation made a motion to accept. Mallory Horne Jr. from the Department of Highway Safety & Motor Vehicles seconded the motion.
- August 3, 2005  
Meeting Minutes:**
- CLOSING REMARKS:** The next Interagency Advisory Council Meeting will be held on February 1, 2006, at 9:30 A.M., in the Carr Building, Room 170 of the Department of Environmental Protection, 3800 Commonwealth Blvd., Tallahassee, FL.

ADJOURNMENT:

Arlan Davis from the Department of Corrections made a motion to adjourn the meeting. Wayne Clotfelter from the Department of Children and Families seconded the motion.

IAC MEMBERS

PRESENT:

Ash, Renee	(AGR)	(850) 488-5321
Brown, Lynette	(HSMV)	(850) 488-7888
Caballero, Beatriz	(FPC)	(850) 488-3417
Clotfelter, Wayne	(DCF)	(850) 488-6263
Cravens, Larry	(DEA)	(850) 414-2183
Croghan, Matt	(AGR)	(850) 921-1102
Cuddy, Debbie	(DOE)	(850) 245-9794
Durfee, Tom	(BPR)	(850) 410-4690
Davis, Arlan	(COR)	(850) 410-1279
Desotell, Tory	(DFS)	(850) 413-2138
Dilday, Doug	(DJJ)	(850) 413-8272
Fisher, Kip	(PRI)	SC: 568:1306
Folks, Geraldine	(ADMH)	(850) 488-9675
Ford, Debbie	(PSC)	(850) 413-6306
Hart, Rick	(DFS)	(850) 413-4769
Hefelinger, Matt	(DJJ)	(850) 921-6742
Holmes, Kai	(PSC)	(850) 413-7709
Horne, Mallory Jr.	(HSMV)	(850) 488-1404
King, Shawn	(DMA)	SC: 865-0471
Kinghorn, Colonel Jesse D. Jr.	(DMA)	SC: 865-0200
Johnson, Chris	(FDLE)	(850) 413-8316
Kirksey, Dione	(DOR)	(850) 921-1053
Lester, Trilly	(DFS)	(850) 413-4700
Logan, Kelly	(DOL)	(850) 487-7730
Long, Tom	(SCS)	(850) 487-2373
McClay, Jim	(DFS)	(850) 413-4776
McDaniel, Roger	(DOC)	(850) 410-4273
Moxley, Tracey	(DOH)	(850) 245-4444
Trussell, Donald	(DEP)	(850) 245-2312
Tucker, Harriet	(DFS)	(850) 413-4434
Williams, Homer	(DOE)	(850) 245-9174
Wright-Davis, Sheila	(DOR)	(850) 921-1204

VISITORS:

Andrews, Laura	(AHCA)	(850) 921-0047
Casey, Steve	(DJJ)	(850) 251-2300
Clemmer, Jo-Ann	(DFS)	(850) 413-4756
Donnell, Sheryle	(DOR)	(850) 921-1073
Englemark, George	(DFS)	(850) 656-2800

Glisson, Doug	(FDLE)	(850) 410-7226
Greshan, Mike	(DACS)	(850) 488-5321
Guess, Harrison	(DJJ)	(850) 921-6794
Hartman, Janet	(DEP)	(850) 245-2885
Himmer, Amanda	(DEP)	(850) 245-2307
Himmer, Burt	(DEP)	(850) 558-4241
Honcell, Donna	(DACS)	(850) 488-1645
Jennings, Christy	(DEP)	(850) 245-2073
Joiner, Tanya	(UFL)	(352) 392-2188
Jonsson, Jennifer	(UFL)	Not Given
Ketcham, Glenn	(UFL)	(352) 392-1561
Kinsey, Patricia	(DOS)	(850) 245-6575
Kolchakian, Maury	(DEP)	(850) 245-2853
Milton, Janetta	(DEP)	(850) 245-2883
Martin, Pam	(DFS)	(850) 413-4704
Matthews, Alan A.	(UCF)	(407) 893-3655
Noble, Rufus	(DEP)	(850) 245-2308
Ochalek, Larry	(DOL)	(850) 487-7730
Saulich, Jeff	(DFS)	(850) 413-5751
Segers, Shannon	(DFS)	(850) 413-4750
Spivey, Mary	(DEP)	(850) 245-2052
Steiner, Lea-An	(UFL)	(352) 392-1591
Sutton, Rebecca W.	(DFS)	(850) 413-3886
Tramel, Tom	(DEP)	(850) 245-2825
Venable, Brandon	Student	Not Given
Venable, Laurie	(DFS)	(850) 386-2992
Warren, Deena	(DFS)	(850) 413-4781

RISK MANAGEMENT  
EMAIL ADDRESSES:

Trilly Lester: [trilly.lester@fldfs.com](mailto:trilly.lester@fldfs.com)  
Pam Martin: [pam.martin@fldfs.com](mailto:pam.martin@fldfs.com)  
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Jo-Ann Clemmer: [joann.clemmer@fldfs.com](mailto:joann.clemmer@fldfs.com)

# Safety Program of the Year

## WINNER

### Department of Juvenile Justice

Description of Entry: "Reduction for Workers' Compensation Claims and Cost"

**DJJ's Workers' Compensation frequency has been reduced 30% over a five-year period. Due to this reduction of claim's frequency and severity, DJJ's premium has decreased from \$9,764,188 in FY 01-12 to \$6,772,768 in FY 04-05. This is a \$2,991,420 (31%) annual savings to the Agency. Remarkable due to the fact that during this time period medical inflation has been running about 10% per year.**



*(L-R) Steve Casey, Deputy Secretary; Pam Martin, Assistant Director of Risk Management; Doug Dilday, Senior Safety Specialist; and Harrison Guess, Special Projects Director*

The agency has reduced WC claims by increasing safety awareness to Senior Management. They meet with the Secretary monthly and inform all of DJJ's facility staffing through charting the 1<sup>st</sup> injury reports and tracking all WC claims to the respective facilities. They conduct site visits that identify safety problems and recommend corrective actions. They track and investigate every WC claim. Finally, they have created a safety awards program to recognize the best safety program in their Detention, Residential and Probation facilities.

Besides this year's win, DJJ was the winner of the first Safety Program of the year, first runner up the second year, and Co-Winner last year.

Team Members: Doug Dilday, Fontella Browning, Headquarter Safety Committee Members, Facility Safety Coordinators, Facility Safety Committees

## 1<sup>st</sup> RUNNER UP Department of Children and Families

Description of Entry: “Decreasing Workers’ Compensation Claims and Costs”.

Team Members: Wayne Clotfelter, Richard Wilhelms, Diane Wester, Diane Tipton, Josephe Anello, Cherie Williams, Jan Fontaine, District Safety Coordinators

The worker’s compensation claim reduction for the fiscal years 2000-2001 through 2003-2004 was **55%**.



*(L-R) Wayne Clotfelter, Safety Coordinator;  
Pam Martin, Assistant Director of  
Risk Management*

## 2<sup>nd</sup> RUNNER UP Florida Lottery

Description of Entry: “Reduction in Workers’ Compensation Claims Frequency”

Team Members: Doug Pitts, Lyn Jones, Mike Miller, John Fraser, Renee Phillips, Kelly Logan, Jack May, Jim Hollowell, Craig Faust, Wanda Morris, Margie Sims, J.B. Mills, Kevin Joyner, Laura Jackson, Pat Merritt, Art Costa, Ronald Bennett, Ricardo Rodriguez, Stephen Galaydick, Wayne Irons, Robert Ashbaugh, Julio Rodriguez-Diaz

The worker’s compensation claim reduction for the fiscal years 2000-2001 through 2003-2004 was **69%**.



*(L-R) Kelly Logan, Pam Martin, and  
Larry Ochalek*

# Safety Awareness Event

## WINNER University of Central Florida & Florida Division of State Fire Marshal

Description of Entry: “Resident Assistant Fire Safety Training 2004”

UCF Environmental Health & Safety has conducted Resident Assistant Fire Safety Training for several years. In 2004, they partnered with the State Fire Marshal to spice up their fire prevention class for Resident Assistant’s. RAs are the student workers who live in campus dorms or apartments and help supervise student issues in the dorm. A part-lecture, part-action fire prevention class was designed to target college students specifically. The lecture portion of the class shows the “do’s” and don’ts” of fire safety as applied to college dorm life. In the action portion, RA’s learn how to use an extinguisher to put out a real propane fire. Over 125 RAs attended in 2004.



*(L-R) Alan Matthews, Pam Martin*

Team Members: Jim Uhlir, Al Matthews, Michelle Humphries

## 1<sup>st</sup> RUNNER UP Department of Agriculture and Consumer Services

Description of Entry: “Safety Is No Accident!”

Team Members: Rick Harvey, Elaine Cooper, Gene Madden, Brenda Posthumus, Pam Gordon, Matthew Croghan, John Reeves, Rene’ Ash, Connie Riherd, Bill Marlowe



*(L-R) Rene’ Y. Ash, Pam Martin, Matthew Croghan, and Mike Gresham*

## 2<sup>nd</sup> RUNNER UP Department of Environmental Protection

Description of Entry: “Shine a Light on Safety!”

Team Members: Kim Bundage, Michael Linn, Jennifer Grantham, Amanda Himmer



*(L-R) Rufus Noble, Amanda Himmer, Pam Martin, and Donald Trussell*

## Safety Awareness Campaign

### WINNER Department of Education

**DESCRIPTION OF ENTRY: “S.A.F.E. (SAFETY AWARENESS FOR EDUCATION)”**

The Department of Education has approximately 1450 employees located at 4 different locations in Tallahassee. When Homer Williams assumed the position as Safety Coordinator, there was a Safety Plan in place, however it wasn't very active. So, he started a poster and newsletter campaign addressing the cause of loss for the majority of DOE's occurrences. They also wanted to stress the importance of reporting any incident as soon as they occur. As a result of this increases awareness and employee attention, claims and claim payments decreased by 38% in the past year.

Team Members: Homer Williams, Michael Moore, Charlie Giblon, Gene Sims



*(L-R) Debbie Cuddy, Pam Martin, and Homer Williams*

# 1<sup>st</sup> RUNNER UP

## Department of Environmental Protection

Description of Entry: “Workers’ Compensation Information Card”

Team Members: Donald Trussell, Amanda Himmer, Jeff Russell, Mary Spivey, Clark Coxetter



*(L-R) Amanda Himmer, Mary Spivey, and Pam Martin*

# 2<sup>nd</sup> RUNNER UP

## Department of Environmental Protection

Description of Entry: “AmeriCorps Workers’ Compensation Insurance Premium Reduction”

Team Members: John Cherry, Theresa Dollar, Joseph Smyth, Phillip Werndli



*(L-R) Pam Martin and Donald Trussell*

# Safety Training Program

## WINNER University of Florida Department of Housing & Residence Education

Description of Entry: “Keeping Safety First: Restroom Cleaning”

The purpose of this training is to reduce the number of ergonomic injuries suffered by their custodial staff by increasing awareness of safety in the cleaning of bathrooms. The DVD demonstrates proper ergonomic technique for many specialized tasks encountered in the custodial environment. Proper labeling of chemicals and personal protective equipment are also addressed. They have a strong commitment to safety and proper ergonomics in the performance of tasks.

Team Members: Marlene McNeal, Lakedra Phillips, Janet Reaves, Tanya Hughes-Joiner, Lea-An Steiner, and Jennifer Jonsson.



*(L-R) Lea-An Steiner, Jennifer Jonsson, Pam Martin, and Tanya Hughes-Joiner*

# 1<sup>st</sup> RUNNER UP

## University of Florida Environmental Health & Safety

Description of Entry: “Tractor Safety”

Team Members: Renaldo Ford, Peter Gilmore, Carol Lehtola, Bryan Masters, Justin McKinney, Harry Reeves, Lea-An Steiner, Doug Watts



*(L-R) Lea-An Steiner, Pam Martin, and Glenn Ketcham*

# 2<sup>nd</sup> RUNNER UP

## Department of Environmental Protection

Description of Entry: “Driving/Trailer Safety Awareness/Educational Event”

Team Members: Sgt. Burt Himmer, Resv. Capt. Dennis Peters, Ofc. Michael Shoaf, Lt. Perry Joyner, Clay Hall, Richard Malloy, Donald Trussell, Amanda Himmer, Monica Johnson, Cory Pierce, Scott Campbell



*(L-R) Lieutenant Janet Hartman, Pam Martin, Sgt. Burt Himmer, and Chief William Walls*

## Most Creative

### WINNER

## Department of Agriculture and Consumer Services

DESCRIPTION OF ENTRY: "SAFETY IS NO ACCIDENT!"

"Safety Is No Accident!" was the winning employee-submitted safety slogan that helped establish the Agency's Safety Fair held October 29, 2004. The primary focus was to foster employee participation and interest in activities related to the Agency Safety and Health Manual, voluntary submittal of a slogan for naming the event, keeping employees aware of prevalent occupational injuries and simple prevention measures, and helping advance a safety culture. Events were held in multiple locations, utilizing expertise from community organizations and in-house personnel. More than 1,200 employee participants attended.

Team Members: Rick Harvey, Elaine Cooper, Gene Madden, Brenda Posthumus, Pam Gordon Matthew Croghan, John Reeves, Rene' Ash, Connie Riherd, Bill Marlowe



*(L-R) Rene' Y. Ash, Pam Martin, Matthew Croghan, and Mike Gresham*

# 1<sup>st</sup> RUNNER UP

## Department of Environmental Protection

Description of Entry: “Shine a Light on Safety!”

Team Members: Paula Mueller, Kim Bundage, Michael Linn, Jennifer Grantham, Donald Trussell, Amanda Himmer



*(L-R) Pam Martin and  
Sgt. Burt Himmer*

# 2<sup>nd</sup> RUNNER UP

## Department of Financial Services

Description of Entry: “Poster Campaign”

Team Members: Tory Desotell, John Calpini, Harriet Tucker, George Englemark, Colleen Russell, Sean Rinehart, Heather Mendelson, Ann Kwoleski, Brandon Venable, Jeff Saulich, Tim Brown



*(L-R) Tory Desotell, Harriet Tucker, Pam Martin,  
Rebecca W. Sutton, Brandon Venable,  
and George Englemark*