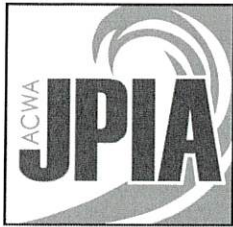


XI



YOUR BEST PROTECTION

March 31, 2025

Mrs. Anthea Hansen, General Manager  
Del Puerto Water District  
P. O. Box 1596  
Patterson, California 95363-1596

**Re: Liability, Property, and Workers' Compensation Risk Assessment**

Dear Mrs. Hansen:

It was a pleasure meeting with Paul Stearns, Deputy General Manager, on March 20, 2025. The purpose was to obtain an update on District operations, review loss history, and evaluate risk exposures. Please extend my appreciation to Paul for his time and consideration. Below are highlights of our discussions and related JPIA resources.

We reviewed the H.R. LaBounty Safety Awards Program, designed to promote safe workplace behavior and operations practices while rewarding employees who demonstrate safe behavior, take part in recognizable proactive activities, or participate in risk-reducing actions. It gives members another way to foster a safety culture that reduces the potential for losses.

We discussed the JPIA's Risk Control Grant Program, which was designed to promote the implementation of best practices that will prevent or mitigate losses in the JPIA's Workers' Compensation, Liability, and Property Programs. The Grant Program incentivizes members to renew their Commitment to Excellence (C2E) and review the best practices applicable to their operations. This is accomplished by funding specific one-time, non-routine risk management or loss control programs or activities to address those risks. The signed C2E agreement must be in place prior to applying for the Risk Control Grant. I have enclosed this agreement for you and your board's review. Applications may be submitted between October 1, 2025 and December 1, 2025. For information regarding the Grant Program, please refer to our webpage.

We reviewed the JPIA's Professional Development Program (PDP). The PDP provides an opportunity for a member's staff to enhance their knowledge and perform their jobs safely, legally, and efficiently. Per our conversation, the PDP would benefit new supervisors and operations staff by maximizing personal and organizational success. The PDP has three areas or tracks: Operations, Supervisor Basics, and Human Resources. Each area focuses on risk identification and effective leadership skills and can prepare employees for advancement. Courses in each area include face-to-face training, online and self-study options, and various activities.

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Del Puerto Water District  
March 31, 2025  
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We discussed JPIA's Risk Control Manual, which members can use to develop or update their safety and loss control program policies. The manual has 28 specific sections where members can find sample programs, forms, and checklists tailored to support particular needs. During our meeting, we reviewed the following sections:

- **Section 1 Injury/Illness Prevention Program (IIPP)** – Templates and best practices are provided that the District can use when reviewing its IIPP, including Cal/OSHA IIPP resources.
- **Section 26 Water Security** – Provides cybersecurity resources to assist in recognizing future phishing attempts. The JPIA also extends third-party cybersecurity resources to the District through our partnership with KnowBe4 and KYND.
- **Section 28—Plants, Insects, and Animals** – This section has resources for field staff who may encounter Poison Oak or hazardous insects such as wasps, bees, or poisonous spiders.

It was shared that the Occupational Safety and Health Standards Board approved the California Code of Regulations, Title 8, section 3396, "Heat Illness Prevention in Indoor Places of Employment." This standard will apply to most workplaces where the indoor temperature reaches 82°F. The District is encouraged to identify which indoor work locations this may apply in the District. Cal/OSHA has a Combined Indoor and Outdoor Heat Illness Prevention Model for Employers the District may consider utilizing.

I inquired about the status of staff completing a Defensive Driver Course (DDC), and we discussed in-person training opportunities. The purpose of the DDC is to increase awareness of the real and significant risks faced while operating District and personal vehicles. Vehicle incidents are a leading cause of loss for JPIA members. Therefore, the JPIA's Executive Board asks members to complete training at least once every four years. Defensive driver training is a JPIA standard and a reasonable administrative control for hazards associated with vehicle operations. JPIA members can enroll in any class from our training calendar, which includes in-person or virtual training.

### **Loss History**

The JPIA reviews losses that occurred over the last five coverage years. These claims have the most impact on coverage costs and can assist in identifying trends, training, and risk reduction efforts. We discussed the District's loss histories and associated Experience Modification (E-Mod) rates. In the Workers' Compensation (WC) Program, the District's E-Mod increased for the 2024/25 coverage year to 1.11. The E-Mod in the Liability Program remains steady at 0.85, with no losses in the last five coverage years. While there is no E-Mod in the Property Program, the District has not experienced a loss in the last five coverage years. This is excellent!

### **RISK FOCUS FOR 2024/2025**

The JPIA highlights the following risk reduction and loss control programs in the 2024/25 coverage year. Our goal is to promote the implementation of best practices that may limit exposure and reduce losses to the membership.

Mrs. Anthea Hansen, General Manager  
Del Puerto Water District  
March 31, 2025  
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**Serious Injury and Illness Reporting** - Cal/OSHA requires employers to notify their local Cal/OSHA district office within eight hours when a serious injury, illness, or death of an employee occurs in a place of employment or in connection with any employment. Failure to report within eight hours can result in a citation from Cal/OSHA. Members are encouraged to include Serious Reporting Requirements in their IIPP. To assist members, the JPIA created a Serious Injury and Illness Reporting Guide.

**Site Visits and Observations**

We visited the following sites during our visit:

- Shop
- Turnout 4323
- Meter 4322

All sites were secure. Housekeeping and maintenance were a priority at the sites, and no obvious hazards were observed.

I would like to thank Del Puerto Water District for its membership and participation in the pooled Programs. If you have questions or need further assistance, I can be reached at [jsadler@acwajpia.com](mailto:jsadler@acwajpia.com) or (800) 231.5742, Ext 3113.

Sincerely,



Jeremy Sadler, CSP  
Risk Control Advisor

331:tl

Enc: JPIA Commitment to Excellence Agreement

c: JPIA Member Services  
JPIA Risk Management Committee  
Mr. Jarod Lara, JPIA Board Member  
Mr. Paul Stears, Deputy General Manager

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# Commitment to Excellence

## Del Puerto Water District

and the ACWA JPIA in mutual support for ensuring the most consistent, cost effective, and broadest possible affordable insurance coverage and related services, and in partnership with all JPIA members, and in the interest of reducing *Del Puerto Water District's* insurance costs, commit to a program of excellence that through the implementation of "best practices" reduces the potential and frequency of:

- **Vehicle Losses**
- **Infrastructure Related Losses**
- **Construction Related Losses**
- **Employment Practices Claims**
- **Ergonomic (Musculoskeletal) and Fall Injuries**
- **Wildfire Prevention**

and fully support the goal of implementing effective preventative measures that work to achieve these loss reductions.

\_\_\_\_\_(CEO, ACWA JPIA)

Signature

\_\_\_\_\_(General Manager)

\_\_\_\_\_(Board Member)  
Signature

\_\_\_\_\_(Board Member)  
Signature

\_\_\_\_\_(Board Member)  
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\_\_\_\_\_(Board Member)  
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# Filers Yet to File

Filing Year: 2024  
Filing Type: (All)

Report Date : 4/14/2025  
Agency : DM-II GSA

| Last Name        | First Name | Middle Name | Position     | Division | Filing Type | Due Date   | Email                     |
|------------------|------------|-------------|--------------|----------|-------------|------------|---------------------------|
| <b>GSA</b>       |            |             |              |          |             |            |                           |
| <b>DM-II GSA</b> |            |             |              |          |             |            |                           |
| Koster           | Bill       |             | President    |          | Annual      | 04/01/2025 | kosterranch@sbcglobal.net |
| Lucich           | Pete       |             | Board Member |          | Annual      | 04/01/2025 | pjlucich@hotmail.com      |
| Peterson         | John       |             | Board Member |          | Annual      | 04/01/2025 | jlpeterson@hughes.net     |

**Grand Total: 3**

*222*

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