

RISK MANAGEMENT TRAINING

FALL 2023



CCAP
GLIMPSE
Risk Management
Training



**Risk Management and
Professional Development
Opportunities for County
Officials and County
Employees**

Proud Sponsors of the GLIMPSE



The GLIMPSE training guide provides information on educational programs of the County Commissioners Association of Pennsylvania (CCAP) Insurance Programs. It is published twice a year by the CCAP Insurance Programs. Material may not be reproduced without written permission from the CCAP Insurance Programs.

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Message from the Managing Director

Welcome to the Fall 2023 issue of Glimpse!

One of the many value-added benefits of being a member in our insurance programs is the ability to attend our risk management workshops, offered in several venues throughout Pennsylvania and virtually. These high-quality educational sessions are FREE to attend for members of PCoRP, PComp, PELICAN and UC Trust, with nominal fees to attend for non-members. Additionally, your attendance can earn your county or county related entity discounts on your costs for coverage, via the applicable risk management incentive program.

This season, we are offering a variety of topics which include:

- Excellent Supervisor Seminar
- Generations in the Workplace
- Cyber Security
- Safety Workshop
- Defensive Driving
- Prison Personnel Workshop

Additionally, we are introducing Safety Spotlight, which are one-to-two-hour virtual sessions to focus on safety related matters. Topics offered in this forum include:

- Elections and Safety – Injuries to Poll Workers and Related Agreement Language
- Anxiety and Mental Health, and the Importance of a Wellness Committee

While our workshops focus on risk management related topics, we welcome all county employees to attend these educational sessions. The more we can educate you and your employees, the more we can reduce risk, reduce costs and maintain the stability and success of our insurance programs.

We encourage you to take advantage of these educational and networking opportunities. Very often, attendees learn just as much from the conversations that evolve at these sessions as they do from the session content.

We look forward to seeing you in the Fall, and remember, we do better when you do better!



Desiree J. Nguyen
Managing Director
CCAP Insurance Programs



TRAINING OPPORTUNITIES

Safety Spotlight

Election Safety

Tuesday, September 26

As the entities that run the elections, Pennsylvania counties must take steps to reduce the potential issues that may negatively impact election processes while still maintaining a safe, secure, and effective election process. This session will focus on the need for documented polling location agreements (leased or county owned), certificates of coverage for those facilities, pre-inspection safety walkthroughs as well as voting day security measures.

Pathway to Wellness

Tuesday, September 26

Mental and physical health are equal components of wellness. Taking care of your physical health is an important first step towards improving your mental wellbeing. This presentation briefly discusses the connection that exercise, diet, chronic conditions, and sleep quality have on your mental health.



Workshop

10 a.m. – noon

Zoom information will be sent following registration.

**FREE TO
MEMBERS OF**

CCAP
PCoRP
PA Counties
Risk Pool

CCAP
PComp
PA Counties Workers'
Compensation Trust

CCAP
UC Trust
Unemployment
Compensation Trust

PELICAN IRRG
A Sponsored Program of PACAH

Nonmember
\$60 per attendee or
\$40 each for a group
of three or more.

Defensive Driving Course

The leading cause of injury and death in the workplace are motor vehicle accidents. In addition, motor vehicle accidents come with a hefty cost to the counties. A defensive driving safety program can reduce risk, lower expenses and keep your employees safer on the road. If you drive a county owned vehicle or if you drive your private vehicle on county business, this course is for you!

Defensive Driving Safety Training has proven to be an effective solution to:

- Controlling liability costs associated with work-related vehicle crashes
- Reducing insurance premiums and fleet repair bills
- Reducing motor vehicle incident rates
- Decreasing workers' compensation claims
- Improving productivity by keeping employees safe, on and off the job

This curriculum is based on the National Safety Council's 4-Hour Course

Instructor: Kelly Kyzer, Risk Control Specialist, CCAP Insurance Programs and Certified DDC Instructor

Thursday, September 28

Best Western Plus, Lewisburg

Tuesday, October 10

Regional Learning Alliance, Cranberry Twp.

Thursday, October 26

The Penn Stater Hotel & Conference Center,
State College

Registration

9:30 a.m.

Workshop

10 a.m. to 3 p.m.

**FREE TO
MEMBERS OF**



Nonmember
\$60 per attendee or
\$40 each for a group
of three or more.

Safety Workshop

Reasons to Provide Light and Full Duty Job Opportunities to Injured Employees

This session will look at the importance of return-to-work policies and how they affect a workers' compensation claim. We will take a closer look at how to safely return your employees back to work after an injury while staying compliant with the PA Workers' Compensation Law. Join us as we discuss some do's and don'ts pertaining to returning to work, policy tips, litigation updates on this topic and more!

Prevent Property and Equipment Losses

Please join us to learn how to prevent property and equipment losses through aggressive preventive mitigation efforts of county buildings, equipment and systems.

Get to Know Your Risk Control Staff!

Presenters: Perry Merlo, Esquire, Lavery Law, Julie Waller, Senior Risk Control Specialist, Alliant Pooling and CCAP Risk Control Staff

Tuesday, October 3

The Penn Stater Hotel & Conference Center,
State College

Registration

9:30 a.m.

Workshop

10 a.m. to 3 p.m.



This course fulfills the Risk Management required course for current Academy participants.

**FREE TO
MEMBERS OF**



Nonmember
\$60 per attendee or
\$40 each for a group
of three or more.

Excellent Supervisor Seminar

Breaking Barriers and Building Bridges: A Journey through New Developments in Employment Law

Please join us for a session reviewing some changes that have occurred over the past few months in employment law. From embracing AI in hiring, to diversity in hiring, to tackling pregnancy discrimination (Pregnant Workers Fairness Act effective June 2023).

Can I say Anything Anymore? The Delicate Art of Communication

Seems like in today's world we are afraid to say much due to fear of how others will react. One step to alleviating this fear is to better understand ourselves, the ways we choose to communicate and how to consider your intent and the impact it may have on others. In today's interactive session we will explore:

- The communication processes.
- The impacts of Verbal and Non-verbal communication.
- The intent vs. impact of our communication on others.
- Considering 'the other' while we communicate.

Presenters: Mary Lou Maierhofer, Esquire, Margolis Edelstein and Mary Kay Williams, MindShift Consulting

Tuesday, October 10

Zoom Time

10 a.m. – 3 p.m. (Lunch Break Provided)

Thursday, October 19

The Penn Stater Hotel & Conference Center,
State College

Registration

9:30 a.m.

Workshop

10 a.m. to 3 p.m.



This course fulfills the Leadership, Management and Decision-Making required course for current Academy participants.

**FREE TO
MEMBERS OF**



Nonmember

**\$60 per attendee or
\$40 each for a group
of three or more.**

County Risk Managers Council Meeting

Counties, like all organizations, are exposed to property, liability, automobile, key personnel and net income losses. They provide services that require special attention. A well-organized risk control program is designed to address the diverse functions of county employees while focusing on greater attention to safety and health. The Risk Manager Council meetings offer members value added risk control ideas specifically focused to address these challenges.

CCAP's Insurance Programs extend an invitation to attend the fall meeting of the County Risk Managers' Council. The meeting provides a forum for county risk managers to exchange ideas and discuss innovative solutions toward risk management in government. Because the risk management process is basically the same for all counties and county related entities, the process of managing risk is essential to ensure safe operations and saving of taxpayer dollars.

County Risk Managers' Council meetings pack a wealth of information into just a few hours because your time is valuable. The meeting is open to all county risk managers or individuals where more than 50 percent of their job responsibility is dedicated to safety.

Wednesday, October 11
Regional Learning Alliance, Cranberry Twp.

Friday, October 27
CCAP Office, Harrisburg

Registration
9:30 a.m.

Workshop
10 a.m. – 3 p.m.

**FREE TO
ATTEND!**

Workshop questions?
Please contact Keith Wentz, Risk Management Director,
kwentz@pacounties.org

KEYS: Generations at Work

For the first time in history there are five generations in the workplace. What kinds of challenges does this present for today's employers? How do generational workforce differences affect our ability to manage people effectively? And what are the traits, beliefs, and life experiences that mark each generation, influencing how they work, communicate, and respond to change?

In this session, participants will understand the keys to managing the generational differences in the workforce and how to successfully lead different populations. This training will incorporate interactive activities and open discussion to provide employees knowledge about the roles and expectations in today's world and the future.

Presenter: Jessica Schneck, Client Solutions Specialist, M&S EAP Services

Thursday, October 12

The Penn Stater Hotel & Conference Center,
State College

Registration

9:30 a.m.

Workshop

10 a.m. – 3 p.m.

Wednesday, October 18

Via Zoom

Zoom Time

10 a.m. – 3 p.m. (Lunch Break Provided)



This course fulfils the Personal Development required course for current Academy participants.

**FREE TO
MEMBERS OF**



Nonmember
\$60 per attendee or
\$40 each for a group
of three or more.

Prison Personnel Workshop

Training is important so prison staff are equipped with the knowledge, skills, and attitude to perform their duties well and with respect for the rights and dignity of detainees. Prison work is complex and requires a variety of skills.

Please join us for a discussion of some technical skills required for prison work.

Topics to be covered:

- Use of Force
- Cell Extraction
- Medical Assistance Transportation Program
- You Have Been Sued. Now What?

Presenters: David MacMain, Esquire, MacMain Leinhauser, Marie Milie Jones, Esquire and Michael Lettrich, Esquire, JonesPassodelis

Thursday, November 2

The Penn Stater Hotel & Conference Center,
State College

Registration

9:30 a.m.

Workshop

10 a.m. to 3 p.m.

**FREE TO
MEMBERS OF**



Nonmember

\$60 per attendee or
\$40 each for a group
of three or more.

KEYS: Teamwork Makes the Cyber Dreamwork

Teamwork makes the cyber security dream work! Teamwork is truly the best way to tackle cyber security – from technical professionals, legal, forensics and claims, we all must work together when a privacy security incident strikes. As you may have heard, things just became more time sensitive in Pennsylvania following an identified breach. Join PCoRP's Breach Coach, Matt Meade of Eckert Seamans, to discuss the recent updates to the Pennsylvania Breach Notification Law. The new law requires Pennsylvania counties and others that experience a breach to provide notification to individuals within seven (7) business days following the determination of a breach and provide notification of the incident to the District Attorney in the county where the incident occurred within three (3) business days following determination of a breach. After that presentation, attendees can expect to put their cyber security knowledge to the test with live tabletop exercises lead by CCAP's Chief Information Officer, Mike Sage. Mike will lead the group through this high level exercise, covering what happens when your county has the unthinkable happen. Additionally, Mike will summarize CCAP Information Technology Services available to the counties or Pennsylvania. From there we will conclude the workshop by discussing PCoRP's cyber liability coverages, claim experience and changes on the horizon for 2024.

Presenters: Cassie Troup, Insurance and Underwriting Director, CCAP, Andrew Smith, Risk Control Specialist/PELICAN Marketing Specialist, CCAP, Michael Sage, Chief Operations and Information Officer (COIO), CCAP and Matthew Meade, Esquire, Eckert Seamans

Tuesday, November 14
CCAP Office, Harrisburg

Registration
9:30 a.m.

Workshop
10 a.m. to 3 p.m.



This course fulfills the Today's Trends in County Government required course for current Academy participants.

**FREE TO
MEMBERS OF**



Nonmember
\$75 per attendee.

Workshop Location Details



Best Western Plus

7701 West Branch Highway, Lewisburg, PA 17837

CCAP Office Building

2789 Old Post Road, Harrisburg, PA 17110

The Penn Stater Hotel & Conference Center

215 Innovation Boulevard, State College, PA 16803

Regional Learning Alliance

850 Cranberry Woods Drive, Cranberry Township, PA 16066

Zoom

Link will be sent after registering for the event.



More Than Just Insurance.





A Reciprocal Risk Retention Group which provides Professional Liability and General Liability Insurance Coverage for Nursing Homes

Member Benefits:

- Personalized claims management, risk management and underwriting services, with staff who are focused on providing quality customer service.
- Competitive bed rates, a \$5,000 risk management grant for each facility, onsite facility safety audits and walkthroughs, and millions in dividends returned to Subscribers over the life of the program.
- Free educational training workshops, publications and webinars offered annually.

For more information on PELICAN, please contact Andrew Smith at asmith@pacounties.org or at (717) 736-4769.



Annual Producers' Meeting Thursday, November 9 @ CCAP

3 CE Credits Pending
CCAP Insurance Programs Update
Stay tuned for more information!

Workshop Details for Attendees

ATTENDANCE GUIDELINES

Workshops sponsored by the CCAP Insurance Programs are designed for and open to Pennsylvania counties, county-related entities (CREs) and PELICAN program members. One or more Insurance Programs sponsor each workshop. Member and nonmember fees are determined by whether or not the attendee's employer is insured by the sponsoring program. Attendees may be elected or appointed officials and employees of Pennsylvania's counties or CREs. Third-party contracted employees working directly for a county or CRE, and anyone employed by an entity that is a member of one of CCAP's affiliate associations, are also welcome to attend. However, nonmember registration fees will apply if the attendee is from an entity that is not insured by the sponsoring program.

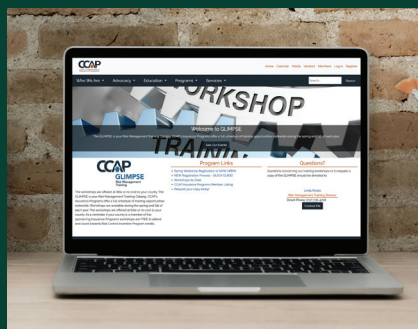
REGISTRATION

All registrations are handled electronically. To register for any workshop, go to www.pacounties.org, click on Education, then Risk Management Workshops, GLIMPSE and follow the prompts.

REGISTER TODAY

www.pacounties.org

Click on Education on the home page and click Risk Management Workshops - GLIMPSE



REGISTRATION FEES

Workshops hosted by CCAP Insurance Programs are sponsored by one or more of the following programs: PCoRP, PComp, UC Trust, PELICAN and the Academy for Excellence in County Government. All workshops are FREE to members of the workshop's sponsoring program(s). There will be a nominal registration fee for nonmembers.

Workshop Details for Attendees

CANCELLATION REQUESTS

If for any reason you need to cancel a registration, please notify Linda Rosito at (717) 736-4728 as soon as possible. Notice of three business days is preferred. Those who do not cancel with at least three days notice, or who do not show, will be invoiced.

ACCESSIBILITY AND ACCOMMODATIONS

Accessibility and Accommodations: In accordance with the Americans with Disabilities Act, CCAP endeavors to hold events at locations that are accessible. Please notify us of anything needed to fully participate in the workshops as far in advance of the meeting as possible.

SPECIAL REQUESTS

If you have a specific dietary restriction or an allergy of which we should be aware of, please notify us upon your registration and we will accommodate your request. To notify us please send an email directly to Linda Rosito at lrposito@pacounties.org.

ELECTRONIC COURTESY

As a courtesy to all attendees, we appreciate your cooperation by putting all mobile and electronic devices on the "silent mode." We realize this is sometimes difficult, but ringing phones and the use of tablets and computers, except for note-taking, are disruptive to other attendees and discourteous to our speakers. Feel free to check emails or other sites during break times.

DRESS

Attire for all workshops is business casual. Please note that hotel air conditioning and heating systems can vary greatly. Please consider dressing in layers.

NON-SMOKING

All workshops are non-smoking.

To determine your county's eligibility, go to the membership lists on pages 22 and 23 or contact
Linda Rosito at lrposito@pacounties.org.

Insurance Programs Publications

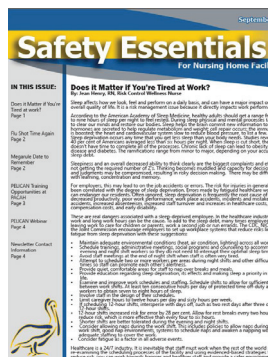
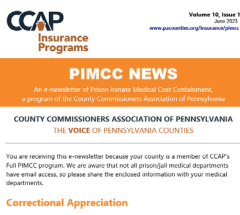
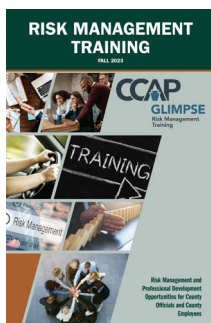
Did you know that CCAP Insurance Programs sends out FREE publications to our members? Our insurance programs provide regular information to our members in a variety of ways including many different publications. These publications provide a wealth of information to our members, ranging from hot topics in the insurance industry to updates on nursing home regulations.

Insurance Matters is a monthly email newsletter containing updates on program operations, governance and finances, as well as claims and loss control updates and reminders of upcoming meetings and workshops.

In the spring and fall, the **GLIMPSE** catalog is sent to all members, providing a detailed listing of workshop topics, speakers and locations for that season.

PIMCC News is an electronic publication that is sent to jail related employees within the counties providing updates on important jail related issues.

Safety Essentials is a quarterly newsletter for PELICAN members that provides members with pertinent articles relating to the regulations, processes and safety concerns of the long term care industry.



To be added to the distribution lists for any of these publications, please contact us at **insurance@pacounties.org**

The Academy for Excellence in County Government

The Academy for Excellence in County Government is a certificate training program for county commissioners, council members, county executives, administrators and assistant administrators, chief clerks and assistant chief clerks, solicitors and assistant solicitors and their equivalents in home rule counties.

The Academy is honored to be able to pair with the CCAP Insurance Programs to offer additional workshop opportunities. Academy participants must complete each of the eight core courses plus 18 elective credits to be eligible for graduation from the program. Current Academy program participants may attend select insurance programs workshops for FREE.

This training season the Academy for Excellence in County Government will continue to provide opportunities to earn credits for select insurance programs workshops.

The following workshops fulfill credits for Academy participants:

- **Safety Workshop**
(Risk Management)
- **Excellent Supervisor Seminar**
(Leadership, Management and Decision Making)
- **KEYS: Teamwork Makes the Cyber Dreamwork**
(Today's Trends in County Government)
- **Generations at Work**
(Personal Development)

For more information, please contact
Todd Snovel, Leadership and Engagement Officer
at tsnovel@pacounties.org

2023 FALL WORK

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Tuesday, September 26
Safety Spotlight: Election Safety
Via Zoom

Thursday, September 28
Defensive Driving Course
Best Western Plus, Lewisburg

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Tuesday, October 3
Safety Workshop
The Penn Stater Hotel and Conference Center, State College

Tuesday, October 10
Excellent Supervisor Seminar
Via Zoom

Tuesday, October 10
Defensive Driving Course
Regional Learning Alliance, Cranberry Twp.

Wednesday, October 11
County Risk Managers Council Meeting
Regional Learning Alliance, Cranberry Twp.

Thursday, October 12
KEYS: Generations at Work
The Penn Stater Hotel and Conference Center, State College

Wednesday, October 18
KEYS: Generations at Work
Via Zoom

Thursday, October 19
Excellent Supervisor Seminar
The Penn Stater Hotel and Conference Center, State College

Thursday, October 26
Defensive Driving Course
The Penn Stater Hotel and Conference Center, State College

Thursday, October 26
Safety Spotlight: Pathway to Wellness
Via Zoom

Friday, October 27
County Risk Managers Council Meeting
CCAP Office, Harrisburg

SHOPS AT A GLANCE

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Thursday, November 2
Prison Personnel Workshop
The Penn Stater Hotel and Conference Center, State College

Tuesday, November 14
KEYS: Teamwork Makes the Cyber Dreamwork
CCAP Office, Harrisburg

Trainings Sponsored By:



2023

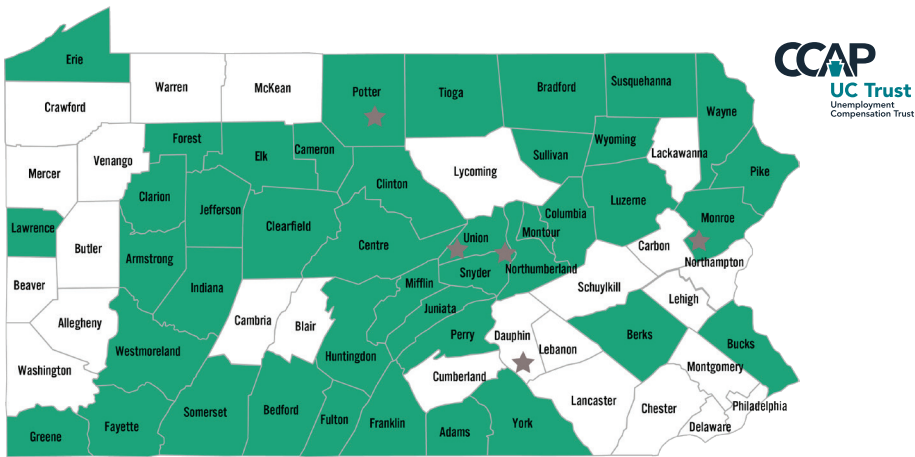
Cybersecurity Summit

October 4-5, 2023

SAVE THE DATE!

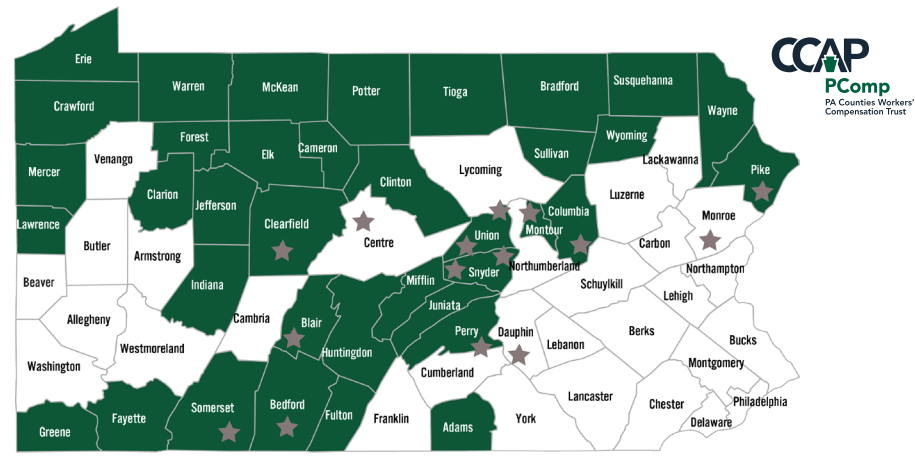
The logo for the Commonwealth of Pennsylvania, featuring the letters "PA" and the word "pennsylvania".The logo for Harrisburg University of Science and Technology, featuring a stylized "X" and the university's name.The logo for CCAP, featuring the acronym "CCAP" and the text "COUNTY COMMISSIONERS Association of Pennsylvania".

Refer to the membership maps to determine



★ Locations of County Related Entity Members
Carbon-Monroe-Pike MH/DS
CCAP
Central Susquehanna Regional 911

Potter County Human Services
SEDA-COG

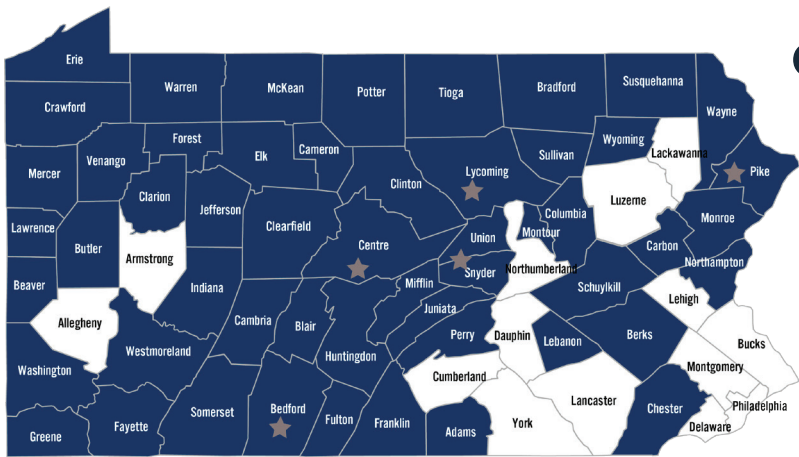


★ Locations of County Related Entity Members
CCAP
Carbon-Monroe-Pike MH/DS
Central Counties Youth Center
Central Susquehanna Regional 911
Columbia County Traveling Library Authority
Community Connections of Clearfield/
Jefferson Counties
CMSU MH/ID
Huntingdon-Bedford-Fulton AAA

Perry County Senior Citizen Center
Pike County Economic Development Authority
SEDA-COG
Southern Alleghenies Planning &
Development
Commission
Union-Snyder AAA
Union-Snyder CAA

ERSHIP

ine the eligibility for free or discounted



★ Locations of County Related Entity Members

Central Counties Youth Center
Central Susquehanna Regional 911
Huntingdon-Bedford-Fulton AAA

Lycoming-Clinton Joinder Board
Pike County Economic Development Authority

PELICAN Subscriber List



1. Berks County Home - Berks Heim
2. Communities at Indian Haven
3. DuBois Continuum of Care Community
4. Elk Haven Nursing Home
5. Gracedale Nursing Home
6. Kane Community Living Centers - Glen Hazel
7. Kane Community Living Centers - McKeesport
8. Kane Community Living Centers - Ross
9. Kane Community Living Centers - Scott
10. Loyalhanna Health Care Associates
11. Markley Rehabilitation and Healthcare Center
12. Neshaminy Manor Nursing Home
13. Pleasant Ridge Manor Nursing Home
14. Pleasant Valley Manor
15. Pocopson Home
16. The Ridge at Heritage Meadows
17. Riverton Operator
18. Springfield Health and Rehabilitation Center
19. Westmoreland Manor

Save - the - Date

SEPTEMBER

26	Safety Spotlight: Election Safety	Zoom
28	Defensive Driving Course	Lewisburg

OCTOBER

3	Safety Workshop	State College
10	Excellent Supervisor Seminar	Zoom
10	Defensive Driving Course	Cranberry Twp.
11	County Risk Managers Council Meeting	Cranberry Twp.
12	KEYS: Generations at Work	State College
18	KEYS: Generations at Work	Zoom
19	Excellent Supervisor Seminar	State College
26	Defensive Driving Course	State College
26	Safety Spotlight: Pathway to Wellness	Zoom
27	County Risk Managers Council Meeting	CCAP

NOVEMBER

2	Prison Personnel Workshop	State College
9	Annual Producers Meeting	CCAP
14	KEYS: Teamwork Makes the Cyber Dreamwork	CCAP

CCAP Insurance Programs

Solutions For Your County



Insurance Programs

*Ask Us First,
We Cover It All*



PCoRP - PROPERTY AND LIABILITY INSURANCE

PCoRP is a unique combination of self-insurance, reinsurance and risk management. Lines of coverage include property, crime, general liability, law enforcement, auto, public officials' liability and cyber security liability. Members receive a full-service package, including in-house claims management, grant programs, risk management and education and training opportunities.



PComp - WORKERS' COMPENSATION INSURANCE

PComp provides full statutory workers' compensation coverage to Pennsylvania counties. Rates are based solely on county loss data. Members receive a full-service package, including in-house claims management, grant programs, risk management and education and training opportunities.



UC TRUST - UNEMPLOYMENT COMPENSATION

UC Trust is a totally self-insured program and provides member counties with a full-service package, including claims management, hearing representation, benefit charge auditing, education and training opportunities and a robust Employee Assistance Program.



CCAP HEALTH ALLIANCE - HEALTH, DENTAL, VISION and PRESCRIPTION

Health Alliance offers a complete range of medical, dental, vision and prescription plans, fully customized to meet the needs of each individual county or entity. Members enjoy guaranteed rates, low administrative costs, an incentive based wellness program, COBRA administration, compliance assistance with the Affordable Care Act and access to FSA, HRA and HSA administrators.



PELICAN - LIABILITY INSURANCE FOR NURSING HOMES

PELICAN provides professional and general liability for non-profit nursing homes and is sponsored by the Pennsylvania Association of County Affiliated Homes (PACAH). Subscribers receive a full-service package, including in-house claims management, risk management and education and training opportunities.

Owned by members, governed by members • Tailored to meet the specific needs of counties • Surplus belongs to members • Free or low cost risk management training • Grant programs • Risk control incentive programs • Personalized claims management • Rates provided in advance to assist with the county budget process





PIMCC - PRISON INMATE MEDICAL COST CONTAINMENT

PIMCC provides medical cost management and education to assist county prisons with the containment of costs related to inmate medical expenses. Services include inmate medical bill auditing, case management/concurrent inpatient review, group prescription purchasing program, medical provider fee negotiations and correctional care educational opportunities.



COMCARE PRO - BEHAVIORAL HEALTH STOP LOSS REINSURANCE

COMCARE PRO provides stop-loss liability insurance to Pennsylvania counties and non-profit corporations (whose sole members are Pennsylvania counties). Subscribers are reimbursed for costs incurred in meeting their obligations under agreements with the HealthChoices program of the Commonwealth of Pennsylvania and claim are managed in-house.



TAX COLLECTOR BONDS - TAX COLLECTOR SURETY BOND PROGRAM

The Tax Collector Bond program provides surety bond coverage for tax collectors as required by state law. Protection applies only to the Commonwealth of Pennsylvania, the named county, the named municipality and the named school district.



VOLUNTEERS - SPECIAL RISK ACCIDENT INSURANCE FOR VOLUNTEERS

The Volunteers program provides insurance coverage for accidental death, dismemberment and medical expenses for county volunteers. Volunteers are not covered under the Pennsylvania Workers' Compensation Act, and this program can provide this special risk service for your county. Coverage also extends to court-referred alternative sentencing, work release and juveniles participating under the Juvenile Tobacco Enforcement Program. This insurance is in excess of any other insurance in place for volunteers.




PACAH BONDS - PATIENT TRUST FUND BONDS FOR NURSING HOMES

PACAH Bonds are patient trust fund bonds for nursing home residents and are provided to meet the requirements of federal law. The bond program is available for Pennsylvania Association of County Affiliated Homes (PACAH) members through Travelers Casualty and Surety Company at very competitive group rates. Bonds are written for a two-year period.

Note: These are summary explanations of each program. Please see each program's detailed coverage descriptions, coverage documents and bylaws for full details.

To learn more about CCAP's insurance programs, contact us:

 **(800) 895-9039**
 **insurance@pacounties.org**
 **www.pacounties.org**



CCAP Insurance Department Staff

Staff	Title	Direct Line
Amber Baxter	PCoRP Claims Supervisor	(717) 736-4765
Leonard Chernisky	Risk Control Specialist	(717) 736-4702
Adrian Cole-Stephens	PComp Claims Supervisor	(717) 736-4789
Elizabeth Daubert	Claims Representative 2	(717) 736-4760
Barbara Donofrio	Claims Director	(717) 736-4775
Marsha Elmer	Property and Casualty Underwriting Manager	(717) 736-4738
Ashli Enrico	Claims Representative 2	(717) 736-4764
Tona Faust	Insurance Programs Underwriter	(717) 736-4757
Jenna Frantz	Executive Assistant	(717) 736-4763
Allen Gavlak	Insurance Technology Specialist	(717) 736-4758
Miranda Gibson	Claims Coordinator	(717) 736-4759
Jewell Hartz	Underwriting and Risk Control Assistant	(717) 736-4794
Jean Henry, RN	Risk Control Wellness Nurse	(717) 736-4782
Cathy Hoffman	Claims Administrative Assistant	(717) 736-4766
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