
❖ The Safety Net ❖

Protecting Your Human and Financial Resources

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New Requirements for Background Checks

Local law enforcement agencies are no longer allowed to run criminal background checks for employment purposes even for city and county governments. This has created a dilemma for some of you. Thanks to the assistance of Judi Schneider, the Identification Manager for the Division of Criminal Investigation, we will try to outline the procedure that your entity can follow to legally obtain background information.

SDCL 23-5-12 states "any person may examine criminal history information filed with the attorney general that refers to that person. The person requesting such information shall supply the attorney general with a written request together with fingerprint identification. The person may also authorize the attorney general to release his criminal history information to other individuals and organizations. The attorney general may require the person to sign a waiver releasing the state, its employees or agents from any liability before releasing criminal history information."

The Division of Criminal Investigation has issued an information sheet outlining the procedure one must follow to obtain background information. The information sheet reads, "In order to make a record check for other than criminal justice purposes, the Division of Criminal Investigation, as central repository for South Dakota criminal records, must have an Authorization and Release form signed by the subject together with a set of fully rolled fingerprints on a standard 8" x 8" fingerprint card. This is in compliance with SDCL 23-5-12, which requires

See **BACKGROUND** Page 6

Seasonal Employees: A Safety Primer

The season is rapidly approaching when many of you will be hiring seasonal employees to assist your full-time staff. Here are some items to think about as you begin the hiring and selection process. First you need to follow appropriate hiring practices even in a tight job market. Sometimes entities get in a bind and have difficulty finding enough candidates for the openings that they have. Entities can find themselves in trouble if you settle for the first "warm body" that comes along to fill a particular slot. Make sure that you follow the same general guidelines that you would if hiring a regular full-time employee.

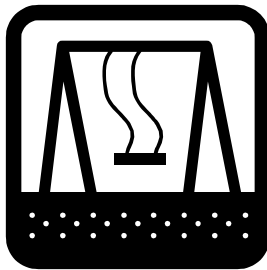
Be sure to decide what the essential job functions are for each position. If hiring teenagers, be sure to consult the child labor laws. These laws can be found on the South Dakota Department of Labor website. ... if you are not sure whether a particular aged teenager can legally do the job, be sure to check with the Department of Labor. These laws were a number of years ago, so if you are not sure whether a particular aged teenager can legally do the job, be sure to check with the Department of Labor. It is important to make sure candidates can perform the essential job functions. Sometimes communities hire senior citizens to help them and you want to make sure that applicants, whether young or older, can physically perform them.

See **SAFETY PRIMER** Page 6

Spring Tune-ups for Playgrounds

The warm days of spring usually mean kids head for the local playgrounds. Are you ready for them? Now is the time to be conducting a complete documented inspection of each piece of playground equipment to make sure that it is ready and safe for use by the kids of your community. Take a few minutes and review the "Handbook for Public Playground Safety" published by the U.S. Consumer Product Safety Commission. If you do not have a copy, give us a call and we will get one out to you.

Remember that approximately 75% of all playground injuries are due to falls from equipment. Cushioning material of sufficient depth under equipment is the best protection from these



types of falls. There is a chart located on Page 5 of the handbook that best explains the critical heights of the various tested materials. Make sure that your equipment "use zones" contain a sufficient depth of material to afford the proper protection. The material needs to be regularly checked to make sure that it has not compressed or worn away so it does not adequately protect kids from falls from critical heights. One quick method of checking is to place a mark on each piece of equipment that shows where the level of the cushioning material should be. If the cushioning material does not meet the mark, more needs to be added or the present material needs to be uncompressed and raked level again.

This is a good time of year to inspect all of the nuts and bolts on equipment to make sure that they are tight and no more than two threads are exposed

See TUNE UPS Page 7

SDML Workers' Compensation Fund Makes Change for Volunteers in 2005

The SDML Workers' Compensation Fund's Board of Trustees has approved a new structure to provide workers' compensation coverage for governmental entity volunteers. The Trustees are very much aware that many of you, the Members, are dependent on community volunteers.

According to workers' compensation statutes SDCL 62-1-5, and 62-1-5.1, coverage is provided to all volunteers of a governmental entity. The statute states that the appointment of all volunteers must be entered into the official records or minutes of the entity. In an emergency situation we recommend that you have the volunteers register by signing in and out on registration sheets that include the volunteer's name, social security number and dates and times worked.

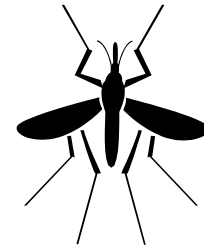
The number of claim payments being paid to volunteers injured while performing their duties has increased substantially over the past several years.

In the past a charge has been made for volunteer firefighters and EMT's, based on a 'payroll' amount of \$500 per volunteer. Beginning in 2005, a flat charge will be made per volunteer. The charges will be based on the exposure. The current volunteer classifications being considered are: Volunteer Firefighters, Junior Firefighters (not Explorer Scouts), Reserve Police, Senior Reserve Police, EMT's, Search & Rescue (including Dive Teams), Librarians, "Clean-up" Projects, Recreation including referees, coaches, field maintenance, etc, flag attendants/Christmas decorators/fair operations, and Emergency Services including storm watchers, sand baggers, etc.

The estimated number of volunteers at the beginning of 2005 will be audited to actual at the end of the year with the payroll audits. If service organizations, church groups, or sponsored civic

See SDML WC Page 7

West Nile Virus



According to statistics provided by the South Dakota Department of Health, South Dakota reported the highest per capita human caseload of West Nile virus in the nation in 2003, with 1,038 cases and 14 deaths. According to CDC, while most people who contact West Nile virus do not become ill, West Nile virus can cause encephalitis, meningitis, West Nile fever and acute flaccid paralysis. People get West Nile encephalitis primarily by the bite of mosquitoes infected with West Nile virus. Mosquitoes become infected when they feed on infected birds, which may circulate the virus in their blood for a few days. Infected mosquitoes can then transmit West Nile virus to humans and animals while biting to take blood. The virus is located in the mosquito's salivary glands. During blood feeding, the virus may be injected into the animal or human, where it may multiply and cause illness.

According to CDC, people can reduce their risk of becoming infected with West Nile virus by staying indoors at dawn, dusk and in the early evening. It is recommended that people wear long-sleeved shirts and long pants whenever you are outdoors. You should spray clothing with repellents containing permethrin or DEET since mosquitoes may bite through thin clothing. You should apply insect repellent sparingly to exposed skin. An effective repellent will contain 35% DEET. DEET in high concentrations (greater than 35%) provides little additional protection. Be sure to read and follow the manufacturer's DIRECTIONS FOR USE, as printed on the product.

See WEST NILE Page 7

Pilot Law Enforcement Physical Fitness Program

South Dakota was recently selected to participate in a voluntary physical fitness program for law enforcement agencies. NLC Mutual, in conjunction with the SDML Worker's Compensation Fund, provided funding to certify officers as physical fitness coordinators. Twenty-three law enforcement agencies, that have their workers compensation coverage through the Fund, were invited to participate in this pilot program. South Dakota was selected as one of four states to participate in this national pilot project. The other states are: Colorado, Kentucky and Texas.

In the general public, deaths caused by obesity and sedentary lifestyles are rapidly approaching the number of deaths caused by the use of tobacco products. Law enforcement is no different. Law enforcement agencies have been faced with increased work comp and health insurance costs due to an out-of-shape workforce. There have also been liability claims because out-of-shape officers were unable to properly perform their duties. Greg Tooker, a consultant for NLC-Mutual, created a task force comprised of some of the leading law enforcement organizations in the United States to see what could be done about this problem. Recognizing that mandatory fitness standards would meet many legal challenges, the task force met for about a year and a half before they developed a model program designed to assist agencies in promoting voluntary fitness programs within their departments. FitForce, a nationally recognized leader in law enforcement physical fitness training, was hired to train officers as physical fitness coordinators.

On Monday, March 8th, 15 officers from 14 different departments accepted our offer and reported to Mitchell for four days of very intensive training. Under the guidance of Jay Smith from FitForce, these officers learned how to set up individual physical fitness

programs for the officers within their departments. The components included health screening, performing physical fitness assessments, exercise planning, nutrition and weight management, stress management and fitness lifestyle planning. The officers learned the principles of fitness including cardiovascular, aerobic, anaerobic and resistance training. Much emphasis was placed on safety procedures for properly exercising. At the conclusion of the four days, the officers had to pass a practical examination and a 2-hour written examination. The remainder of the time was spent assisting the new coordinators in developing model programs for their individual departments and learning how to motivate officers.

Over the next two years, we will be working with these departments in compiling data concerning each department's programs. FitForce will continue to offer technical support to the fitness coordinators.

We would like to thank the following departments for their willingness to participate in this new program and recognize South Dakota's newly certified physical fitness coordinators.

Mitchell Police Department

Devin Alfson

Watertown Police Department

Chad Stahl

Lawrence County Sheriff's Office

Jamie Watts

Custer County Sheriff's Office

Dan Engen

Huron Police Department

Paul Sides

Spearfish Police Department

Paul Witcraft

Brookings County Sheriff's Office

Mark Anawski

Hughes County Sheriff's Office

Joe Harmon, Jr.

Aberdeen Police Department

Brent Koens

Madison Police Department

Dan Wyatt

Winner Police Department

Trent Sinclair

Pennington County Sheriff's Office

Bill Armstrong

Safety Advisory Board Update

Members of the Safety Advisory Board gathered in Pierre on March 24th and 25th to assist us in planning for the 2004 Annual Training Conference and the 2005 Safety Awards. The 2004 Annual Training Conference will be held at the Ramkota in Pierre on November 17th and 18th. The 2005 conference will be held in Mitchell at the Holiday Inn on November 9th and 10th and the 2006 conference will be at Cedar Shore in Oacoma on November 15 & 16. We are in the process of confirming speakers for the conference in Pierre later this year. We should have a complete agenda in the next edition of the newsletter.

Much discussion was held on the safety award program. Members of the Advisory Board offered some excellent ideas on how we can enhance the current award program. We will continue to work with their ideas and we should be ready to announce the updated criteria for 2005 later this year.

We encourage each member to take a few minutes and fill out the appropriate application for the award level you hope to receive. Members of the Safety Advisory Board for Public Entities will review and select the recipients. All applications must be received by our office no later than **Friday, August 27, 2004.**

Should you have any questions, please contact Doug at 800-408-9040 or Janet at 888-313-0839.

Pierre Police Department

Samson Boutchee

Chris Henrickson

Brookings Police Department

Jeremiah Johnson

RECOMMENDATIONS FOR “HIRING SEASONAL HELP”

Many of you continue to have questions about hiring minors for the seasonal positions within your entities. The following document has been approved by the SDML Workers’ Compensation Fund’s Board of Trustees to be used as recommendations when hiring minors for these positions. These recommendations do not guarantee, assure, or warrant in any way that the Member is in compliance with any Federal, State, or local laws, statutes or regulations and does not carry the force of legal opinion.

Prohibited occupations for minors under the age of 18:

- Most driving of motor vehicles on any public road or highway.
 - The minimum age to drive on public roadways as part of employment is 17. Seventeen-year-olds are not prevented from occasionally using a vehicle to run an errand for an employer. They may do so only during daylight hours, they must have completed a driver’s education course, the automobile or truck must not exceed 6,000 pounds gross vehicle weight, and they must wear seat belts.
 - The driving **MAY NOT** involve:
 - Towing vehicles;
 - Transportation for hire of property, goods or passengers;
 - Urgent time-sensitive deliveries;
 - Transporting more than 3 passengers, including employees of the employer;
 - Driving beyond a 30 mile radius from the youth’s place of employment;
 - More than 2 trips away from the primary place of employment in any single day;
- Such driving is only occasional and incidental to the 17-year-old’s employment. This means that the youth may spend no more than 1/3 of the work time in any workday and no more than 20% of the work time in any work-week driving.
- Driving or operating emergency vehicles.
- Work involving any power-driven saw. This includes, but is not limited to: power saws, lathes, drill presses, planers, routers, chippers, band saws and chain saws.
- Operating or riding on power driven hoisting apparatus including non-automatic elevators, forklifts and cranes, and work that involves riding on a manlift or unattended freight elevator.
- Any building maintenance or repair higher than 12 feet above ground or floor level.
- Any oxy-acetylene or oxy-hydrogen welding.
- Operating power-driven paper product machines, including paper balers.
- Working on excavation operations, including excavating, working in or backfilling trenches, excavating for buildings or other structures, or working in such excavations, working within tunnels, etc. This also includes sand or gravel pits.
- Operating road maintenance or construction equipment including, but not limited to: road graders, tractors, highway machinery, rollers, loaders, skid loaders, pay loaders, etc.
- As a lifeguard, except for a minor with a Red Cross life-saving certificate (or equivalent) who works under uninterrupted adult supervision. Minors should not work directly with any pool chemicals.
- Operation of power-driven machinery such as snow blowers, lawn mowers, golf carts and garden equipment. This includes riding, self-propelled and push lawnmowers and gas powered trimmers.



- Welding of any kind.
- Maintenance or repair of machinery.
- Operation of or services as helpers on any motor vehicles.
- Use of ladders or scaffolds.
- Loading or unloading goods to and from trucks or conveyors.
- Construction or public utilities jobs.
- Lifting, carrying or personally caring for patients in nursing homes.

Minors under 16 MAY NOT work:

- **During the school year:**
 - Before 7 AM. or after 7 PM.;
 - More than three hours a day;
 - More than 18 hours a week.
- **Outside of school year:**
 - During the summer months the evening hour is extended to 9 PM.;
 - More than eight hours a day;
 - More than 40 hours a week.

Under Age 14:

Fourteen is the minimum age for employment outside of school hours.

Summary:

This handout is intended to serve as recommendations to consider when hiring seasonal help under the age of eighteen. It does not guarantee, assure,

See SEASONAL HELP Page 5

In addition to the prohibitions listed above, minors under the age of 16, MAY NOT be Employed in these areas:

Not All Public Playground Equipment is Created Equal

We continue to receive inquiries from Pool Members wondering what type of playground equipment that they should purchase. First, we are not here to endorse any particular brand of playground equipment. There are several reputable manufacturers that can provide your entity with safe and well-constructed playground equipment.

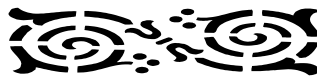
When considering the purchase of or accepting the donation of playground equipment, first and foremost remember that your playground is a public playground and therefore it is held to a different standard than if your were installing equipment at home. There are several reputable companies that manufacture playground equipment that is designed strictly for residential use but it is not acceptable for public playgrounds.

How can you tell whether or not a certain manufacturer's equipment is acceptable for public playgrounds? Ask them. The American Society for Testing and Materials (ASTM) has developed specifications for public playground equipment. These specifications can be found in their publication designated F 1487-01, "Standard Consumer Safety Performance Specification for Playground Equipment for Public Use". Ask the manufacturer to furnish you, in writing, verification that their equipment meets the F 1487-01 specifications. Some equipment manufacturers use IPEMA to validate that their equipment conforms to the ASTM specifications IPEMA is a 3rd party certification service, whereby a designated independent laboratory validates a participant's certification of conformance to the ASTM Standard F 1487.

If you are bidding equipment, make sure that you include in the bid specifications that all playground equipment meets the latest ASTM 1487 specifications. If you are going to have them

install the equipment, make sure that you specify that all installation of equipment meets the CPSC guidelines and the ASTM 1487 specifications. Occasionally, city employees and/or volunteers will install the new playground equipment. Make sure that they follow the manufacturer's instructions so it will meet the CPSC guidelines and the ASTM specifications. We have found instances where playground equipment that was designed to meet ASTM specifications is improperly installed so it no longer conforms to ASTM specifications or CPSC guidelines. This can prove costly to your entity should an injury occur. If your entity does not feel that it can afford to hire the installation done, at least consider having a manufacturer's representative present to provide direction on the proper installation of the equipment.

Good playground equipment is a long-term investment for your entity. Be careful not to purchase a potential liability exposure by installing sub-standard playground equipment in your park.



Seasonal Help Cont'd from Page 4

or warrant, in any way that the Member is in compliance with any Federal, State, or local laws, statutes, or regulations. There are many regulations affecting the employment of children, and there are also a number of exceptions. Anyone who has a questions about whether a particular job can be performed by someone under 18 should contact the South Dakota Division of Labor and Management at: (605) 773-3682.

Video Library Update

The Board of Trustees for the SDML Workers' Compensation Fund and the South Dakota Public Assurance Alliance recently decided that they will purchase training videos and we will maintain a video library for them. We are in the process of purchasing new video titles to supplement the titles that we already have in stock. The two Boards have provided us with funding for this year and have made a commitment to continue to add titles to the library in future years.

While we will no longer be able to boast that we have 10,000 different video titles for Members to choose from, we feel that we will be able to offer you quality videos on pertinent topics. We have analyzed the video topics that you have used over the past three years and those are the topics that we are in the process of purchasing for the new library. We are working with four different vendors that will be supplying us with videos. The videos that we have previewed so far have been outstanding and should be an excellent addition to your safety meetings.

Because VHS videos are being phased out by the industry, by the end of this year we will also be adding DVD's to the multimedia library. Please watch for future announcements on how your entity could possibly win a new DVD player.

Finally, we are continuing to explore the addition of on-line training to our multimedia resources. We will continue to provide you with updates as new products and services become available. Once again, we want to thank you for your patience and cooperation during this transition period. We will continue to work hard to develop quality resources to help enhance your safety and loss control efforts.



Look us up on the Internet

Our websites are:

www.hagangroup.com www.sdpa.org www.sdmlwcfund.com

Background Cont'd from Page 1

“fingerprint identification”. All identifying information (name, date of birth, social security number, etc.) must be provided and the card must be signed by the subject and the official taking the prints. A local law enforcement agency may be able to assist in obtaining the fingerprints. You must also have a check or money order payable to the Division of Criminal Investigation in the amount of \$15.00 U.S. currency per individual. Applicant fingerprint cards with the Authorization and Release on the back and return envelopes will be provided on request. Upon receipt of the signed Authorization and Release, fingerprints and fee, DCI will conduct a search of their files and supply a copy of any criminal history that is found or a statement that there is no criminal history.”



“Please note that the fingerprints, authorization and fee in the correct amount must all be received together. Any requests lacking part of the requirements will be returned immediately.”

“The records maintained by the Division do not include federal charges, juvenile offenses, minor traffic violations or out-of-state information.” The Division requires five business days plus mail time to process the background search and return the results.

To obtain a FBI background check, an applicant must submit fingerprints on a green and white FBI applicant card. The applicant will need to fill in their name, date of birth and social security number. The applicant must enclose a statement indicating the background check is for their personal use, including their return address for reply plus a money order or cashier’s check written to the U.S. Treasury in the amount of \$18.00. There is a 3 to 4 week wait for

processing and a reply. The FBI information will be returned to the applicant. To help ensure accuracy, you should adopt a policy that the applicant must turn over to you the information that they received from the FBI in the original sealed envelope.

Checking on the criminal background of an applicant from another state will require you to follow the requirements from that individual state. These requirements can be found by going to the following web site: http://www.fbifingerprintchecks.com/state_contacts.html.

These new procedures are certainly going to be different for some of you from the methods that you have used to obtain this information in the past. We strongly urge you to not become disgruntled and not check an applicant’s background because you feel that the process is too cumbersome or too costly. You have a responsibility to your citizens to make sure that you hire quality employees. Failing to take the time and spending less than \$60 could cost you thousands of dollars in litigation costs later. As the old saying goes, “you can pay now or later”.

If you have any questions, you can contact Doug Kirkus at (800) 408-9040 or Judi Schneider at the Division of Criminal Investigation (605) 773-4614.

For any questions, please contact:

SDML WC Fund

Karen Ripperda at 800-233-9073 or 605-334-7252

SDPAA (Liability Pool & Health Pool of SD)

Ladene Bachtell at 800-456-0737 or 605-334-1030

Risk Services of SD, Inc.

Doug Kirkus at 888-313-0839
Janet Sporrer or 605-334-9567

Safety Primer Cont'd from Page 1

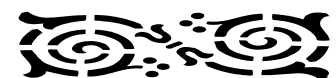
Be sure to check references and motor vehicle driving histories. Even if you have known an individual for a number of years, things happen and if the applicant has been away from the community for awhile you will want to check on these things. Has anything happened while they were away that would cause you not to hire a particular applicant?

Finally, do not forget about safety orientation training. General safety orientation training should take place the first day the employee reports for work. This will get the new employee off to a proper start and stress to them the important role that safety plays in your organization. Specific job task training can take place at a later time as long as it is conducted prior to the employee performing the job activity. This is an excellent time for you to review your entity’s safety rules. We have two excellent videos that deal with new employee safety orientation training.

The first days on the job usually means new employees must absorb a large amount of information. It is extremely important that supervisors be available to help the new employees learn job tasks. More importantly, supervisors need to stress the importance of on-the-job safety so accidents involving the employee, fellow workers and the general public can be avoided.

The ultimate goal is an accident-free work place. A good start is by hiring the proper employee who can safely and legally perform the essential job functions. You can further ensure that your goal will be met by conducting new employee safety orientation training. Don’t stop here, as this needs to be followed by conducting on-going safety meetings and making sure that supervisors enforce safety rules each and every day.

Seasonal employees are a necessity for many of you. Let’s keep them safe this season along with your full-time employees.



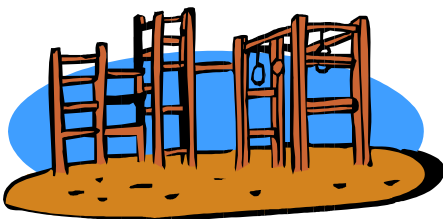
Tune-Ups Continued from Page 2

beyond the face of each nut. It is a good idea to review the section in the handbook that addresses protrusions and projections. You should also watch for sharp points, corners and edges when conducting your inspections. Don't forget to check wooden structures to make sure that they are smooth and free from splinters. It is also a good idea to check all stairways, ladders and handrails to make sure that they are free of tripping hazards, secure and in place.

When checking swings, make sure that you check the chains and seats for wear and cracks. If your swings are connected to the suspension system by S-hooks make sure that they are pinched closed. An S-hook is considered closed if there is no gap or space greater than 0.04 inches. In the absence of a feeler gauge, the gap should not admit a dime. Lightweight rubber or plastic swing seats are preferred. Make sure that the edges of the seats are smooth and rounded and not cracked.

There are checklists available at the back of the handbook that can be used for general playground maintenance and public playground safety. A comprehensive inspection should be conducted each spring. Follow-up documented inspections should be conducted at least monthly during peak times of use. Finally, don't forget to conduct daily visual inspections of the playgrounds to catch obvious damage to equipment from normal wear and tear or vandalism.

Thousands of children are injured each year from public playground equipment. By following the guidelines provided in the "Handbook for Public Playground Safety", you can best protect the kids in your community.



West Nile Continued from Page 2

According to information provided on the CDC website, people can and should use both sunscreen and DEET when they are outdoors to protect their health. Follow the instruction on the package for the application of each product. Apply sunscreen first, followed by repellent containing DEET. Follow the directions on the product you are using in order to determine how frequently you need to reapply repellent. Sweating, perspiration or getting wet mean that you need to re-apply repellent.

Female mosquitoes bite people and animals because they need the protein in blood to help develop their eggs. Mosquitoes are attracted to people by skin odors and carbon dioxide from breath. Many repellents contain a chemical, DEET, which repels the mosquito, making the person unattractive for feeding. DEET does not kill mosquitoes; it just makes them unable to locate us. Repellents are effective only at short distances from the treated surface, so you may still see mosquitoes flying nearby. As long as you are not getting bitten, there is no reason to apply more DEET.

Supervisors should encourage employees to reduce their risk of becoming infected by wearing long-sleeved shirts and long pants whenever they are working outdoors. Employers should provide employees with DEET and encourage them to spray their clothing with the repellent. By taking a few simple precautions, employees can reduce their risk of becoming infected with West Nile virus. You can find more information about West Nile virus by going to the CDC web site, www.cdc.gov.

RSSD has safety videos available!!!
Contact Janet at (888) 313-0839 or
FAX: (605) 275-6193

Certified Pool Operator

Has the person who has been placed in charge of your swimming pool been properly trained? Since 1997, the State of Minnesota has required that all public swimming pools be operated by a Certified Pool Operator. Its purpose is to ensure that all public pool operators have proper training in pool operations and chemical handling. While South Dakota does not have such a requirement, it is still a good idea. Certifications are merely the first step in providing a safe facility. Minnesota recognizes three acceptable training courses to meet this requirement. One of the courses is "The National Swimming Pool Foundation Certified Pool Operator Course". This course is going to be offered in Sioux Falls two different times in 2004. The first class will be on May 5th and 6th and the second class will be on June 2nd and 3rd. For more information you can contact Carmen Olivieri at (605) 335-7381 or go to the NSPF web site at www.nspf.org.


PLEASE
SHARE WITH
ALL DEPTS.
IN YOUR
ENTITY!!!

SDML WC Changes Cont'd from Page 2

organizations are the volunteers, a Certificate of Insurance showing proof of workers' compensation coverage will be accepted in lieu of a charge.

UPCOMING TRAINING SCHEDULE		
April		
21st	Coaching the Maintenance Vehicle Operator	Sioux Falls
27th & 28th	Defensive Driving Class	Watertown
29th	Jail Administrator's Conference	Deadwood
May		
3rd	Jail Suicide Prevention & Sexual Harassment Prevention	Minnehaha County Jail
18th & 19th	Non-Violent Crisis Intervention	Lawrence County
20th	Defensive Driving	Lawrence County
27th & 28th	Sexual Harassment Prevention	Minnehaha County Sheriff's Office
October		
20th	Personal Protective Equipment	Sioux Falls
November		
9th	Accident Investigation for Supervisors	Sioux Falls
10th	Lockout/Tagout	Sioux Falls
15th & 16th	Emergency Vehicle Operations—Police	Watertown
17th & 18th	Safety & Loss Control Training Conference	Ramkota – Pierre
December		
1st	Defensive Driving	Sioux Falls

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