

Members

Chairperson:
Kyle Knoll
Budget Officer & Risk
Manager, PERS

Vice-Chairperson:
Marc Williams
Director, Department of
Justice

Vacant,
Department of
Corrections

Gayla Andresen
Workers' Compensation
and Safety Coordinator,
Department of Human
Services

Todd Brown
Manager, Health &
Safety
Department of
Environmental Quality

Nancy Cody
Safety & Facilities
Manager,
Department of Consumer
& Business Services

Julie Davie
Oregon Department of
Transportation

Joyce Fred
Risk Officer, Oregon
University System
Oregon State University

Lee Hullinger
CFO, Department of
Human Services

Vena McCoy
Internal Auditor & Risk
Mgr., Department of State
Lands

Sandy McDonnell
Manager, Administrative
Services, Oregon
Housing & Community
Services

Leonard Williamson
Attorney-In-Charge, Torts
and Employment
Litigation, Department of
Justice

Ex-Officio:
Pamela Stroebel
Valencia
Chief Audit Executive,
Department of
Administrative Services

AGENDA Risk Management Advisory Council (RMAC)

Meeting Date: February 1, 2011

Time: 2:00 pm – 3:30 pm

Location: General Services Building, Mt. Mazama Conference Room (basement)
1225 Ferry Street, SE
Salem OR 97301

Operating Principles:

Be guided by the Risk Management Advisory Council Charter and Operating Guidelines; open, honest, direct conversation.

ITEM	DESIRED OUTCOME	TIME	PRESENTER
1. Welcome/Introductions		2:00 pm	Kyle Knoll
2. Approval of December 1, 2010 Meeting Recap		2:05 pm	Marc Williams
3. RMAC: Retrospective Look and Strategic Planning ✓ Operating Guidelines and Charter ✓ Individual Contributions ✓ Meeting Needs	Discussion/Decision	2:10 pm	Kyle Knoll Marc Williams
4. Enterprise Risk Management (ERM) ✓ Brochure ✓ Website ✓ Assessment Tool	Update	2:40 pm	Pam Stroebel Valencia
5. Legislative Update ✓ Senate Bill 397	Discussion	2:45 pm	Julie Davie
6. DAS Risk Management Update ✓ Agency Update	Update	3:10 pm	Jen Coney
7. Round Table		3:20 pm	All
Adjournment			
8. Adjournment	Kyle Knoll	3:30 pm	

Next Meeting Dates:

April 8, 2011
May 31, 2011
August 10, 2011
September 21, 2011
November 2, 2011

Time:

9:00 am – 11:00 am
9:00 am – 11:00 am
9:00 am – 11:00 am
9:00 am – 11:00 am
9:00 am – 11:00 am

Location:

1225 Ferry St. SE, Mt. Mazama
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ERM: Identifying, evaluating and effectively managing real or perceived barriers to achieving our mission and strategic goals.

RECAP

Risk Management Advisory Council Meeting (RMAC)



Meeting Date: February 1, 2011

Time: 2:00 p.m. – 3:30 p.m.

Location: General Services Building
Mt. Mazama Conference Room (Basement)
1225 Ferry Street SE
Salem, OR 97301

Present:

Council Members	Kyle Knoll, Marc Williams, Todd Brown, Nancy Cody, Julie Davie, Joyce Fred, Vena McCoy, Sandy McDonnell, Leonard Williamson
Department of Administrative Services	Sue Praegitzer, Jen Coney, Deb Bogart, Teresa Boes, Pam Stroebel Valencia, Ellen Hewitt, Andrea Peters
Guests	Pat Bouchie (Lottery), Bonnie Krieger (PERS), Eunice Hunt (DOC), Jan Lemke (Energy)

Excused:

Council Members	Gayla Andresen, Lee Hullinger
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Recap:

ITEM	ACTION, DISCUSSION
1. Welcome/Introductions	<p>Chairperson Kyle Knoll called the meeting to order at 2:00 p.m. Council members and guests introduced themselves.</p> <p>Jen Coney, DAS Risk Manager, presented plaques to Council member Julie Davie (2010 Council Chairperson) and Council Chairperson Kyle Knoll (2010 Vice-Chairperson) in recognition for their leadership roles and service to the Council.</p>
2. Approval of December 1, 2010 Meeting Recap	<p>The action items were reviewed. Several action items are on the agenda today and will be addressed during the meeting. The December 1, 2010 meeting recap was approved as written.</p>
3. RMAC: Retrospective Look and Strategic Planning ✓ Operating Guidelines and Charter	<p>Proposed revisions to the RMAC Charter and Operating Guidelines were discussed. Suggestions were as follows:</p> <ul style="list-style-type: none"> ▪ Charter: Add language that Charter will be addressed annually. ▪ Charter: Delete second paragraph under 'Context', and replace with language about ERM objectives (e.g. RMAC provides a forum for ERM, Recognizes and Promotes ERM). ▪ Operating Guidelines: Clarification on the nomination process 'befitting the situation'. The guidelines need to include language to allow for flexibility in Council composition. <p>Action: Council members to review the Operating Guidelines and Charter and send any comments/feedback to Deb Bogart, DAS Risk Analyst, by February 10, 2011. The documents will be revised to include comments received and sent out with the April 8, 2011 meeting packet.</p>

Risk Management Advisory Council Meeting: February 1, 2011

<ul style="list-style-type: none"> ✓ Individual Contributions 	<p>Along with a review of the RMAC Charter and Operating Guidelines, attendees were also asked to recap the risk management experience and expertise they bring to the RMAC table by sharing their individual risk management roles and responsibilities. Roles and responsibilities included crucial agency-level and statewide functions ranging from determining appropriate insurance coverage to managing claims, environmental health and safety, business continuity planning, contract reviews, risk management awareness and training, and statewide risk fund administration.</p> <p>Action: Chairperson Kyle Knoll will compile the lists and send out to members. If individual items need to be more or less specific, Kyle will note those.</p> <p>Action: The updated list of roles and responsibilities will then be reviewed at the April 8, 2011 RMAC meeting, to confirm accuracy and completeness and determine next steps.</p>
<p>4. Enterprise Risk Management (ERM)</p> <ul style="list-style-type: none"> ✓ Brochure ✓ Website ✓ Assessment Tool 	<ul style="list-style-type: none"> ✓ DAS and stakeholders have approved the brochure. It will be ready by end of the month. ✓ Website is up and running. ✓ Assessment Tool: DAS will pilot. Research is in progress for obtaining Cyber Liability coverage. Council will get updates as tool develops.
<p>5. Legislative Update</p> <ul style="list-style-type: none"> ✓ Senate Bill 397 	<p>Bill Summary: Allows action based on tort to be brought against officer, employee or agent of public body if complaint alleges that plaintiff is entitled to damages in excess of limitations imposed by Oregon Torts Claims Act (OTCA).</p> <p>If judgment comes under the limit there is no consequence, but if in excess of the OTCA tort limits the jury would have to award a percentage of determined fault to each party (defendant) named.</p> <p>In order to comprehend the possible fiscal impact, a coordinated effort between affected agencies is appropriate. Agency heads should be made aware of this bill.</p>
<p>6. DAS Risk Management Updates</p>	<ul style="list-style-type: none"> ✓ Governor Kitzhaber released the balanced budget today. The budget will impact all state agencies at some level. Appointment of agency directors will be announced by February 10. There are no anticipated changes in DAS Risk Management. ✓ Marsh USA, a consultant and leader in risk and insurance services, began an operational analysis for DAS Risk Management last week. ✓ A lean event for the claims process has begun. The first step was mapping the process, focusing on the current process at the Claim Representative 2 level. The next step is tracking the time spent on different steps of the process. The time tracking will continue until there are thirty (30) elements of data for each step. The Office of Transformation will review and identify where the process can be improved.

Risk Management Advisory Council Meeting: February 1, 2011

7. Round Table	Jen Coney distributed the 2011 Governor's Transition 'hot sheet' to Council members. The purpose of the document is to give the Governor's Transition Team and possibly the Legislature an overview of the Risk Management program and the services provided. The reverse side of the document graphed 2010 claim data.
8. Adjournment	There being no further business, the meeting was adjourned at 3:45 p.m.

Next meeting: April 8, 2011



Risk Management Advisory Council

Operating Guidelines
Rev 03/30/2011

MEMBERSHIP COMPOSITION

The composition of the Council will be no less than seven and no more than fourteen members including one or more of the following:

1. Persons with responsibility for oversight of the Risk/Safety Management function, or
2. Persons with responsibility for budget development and implementation, or
3. Persons who perform Risk/Safety Management duties.

Council members will be selected by the State Services Division (SSD) Administrator based on diversity in representation of:

1. Type of agency
2. Mission
3. Business and services provided
4. Size
5. Types of exposure
6. Loss history
7. Geographic location

The Council Chairperson and Vice-Chairperson will be elected by Council members. Nominations will be:

1. Solicited by the State Risk Manager through the state's electronic mail system prior to the last Council meeting of the calendar year.
2. Provided to the State Risk Manager with the consent of the nominee.
3. Supported by a statement to the State Risk Manager from the nominee about why they wish to serve in the nominated role.
4. Announced and voted on as an agenda item at the last calendar meeting of the year in accordance with the Robert's Rule of Order.

The Council Chairperson and the Vice-Chairperson will serve one-year terms in these positions. The terms will begin with the first meeting of the year. The Vice-Chairperson will be the successor to the Council Chairperson. In the event of a mid-term chair or vice-chair vacancy, elections will be held as soon as possible following the vacancy in general accordance with the above nomination procedures.

Desirable attributes that will be considered during the nomination process are that the individual is:

1. Ethical
2. Strategic
3. Effective Communicators
4. Responsive
5. Inclusive
6. Respectful
7. Cost conscious

MEMBERSHIP TERM

Council member terms will be two years. Optimally for continuity purposes, terms should be staggered so that nearly half the members have at least one year of experience on the Council. Council members and represented agencies may be considered for contiguous terms by the State Services Division Administrator. When filling Council membership vacancies, the State Services Division Administrator will solicit nominees from agency heads. In some cases the process may consist of asking the agency for a new representative. In other situations the process may consist of a statewide solicitation from all agency heads for nominations.

COUNCIL MEMBER ORIENTATION

Orientation for new Council members will be provided by the State Risk Manager. New members will assume the outgoing member's assignments. Outgoing members are responsible for orienting their replacement to Council activities regarding their assigned Action Plan items.

ESTIMATED NUMBER AND FREQUENCY OF MEETINGS

Council meetings will be convened at least four times per year. Any Council member may request additional meetings by contacting the Chairperson or State Risk Manager. Council meetings will be open to the public unless a determination is made that the meeting should be closed.

LEADERSHIP

The Chairperson will lead Council meetings. The agenda of each Council meeting will be developed with input from Council.

DAS Risk Management will serve as a resource and provide support for Council activities, including preparation and distribution of the final agenda and meeting materials before the meeting, maintaining and distributing meeting minutes, issue papers, action plans, position papers, records, reports and other Council documents.

COUNCIL MEMBER PARTICIPATION

1. Council Participation
 - a. Regularly attends meetings of the Council.
 - b. Fosters a positive working relationship with Council members and support staff.
 - c. Assists with succession planning.
 - d. Members may send an alternate attendee.

2. Independent Judgment
 - a. Each member shares equally in the responsibility of the Council to act in the best interests of the State.
 - b. Each member is expected to exercise his or her independent and informed judgment on all risk management recommendations.

- c. Members may reasonably rely on information and reports received from regular sources (i.e., support staff and service providers) that the member reasonably regards as trustworthy, reliable and competent.
- d. Members should seek and obtain additional information as needed regarding all matters for review and recommendation.

3. Additional Responsibilities

Members may volunteer or be asked to participate in relevant teams, committees or initiatives.

COUNCIL CHAIRPERSON AND VICE-CHAIRPERSON PARTICIPATION

1. Council Membership

The Chairperson and Vice-Chairperson must be actively participating Council members.

2. Leadership

- a. The Chairperson leads meetings of the Council.
- b. The Vice-Chairperson leads meetings of the Council in the absence of the Chairperson.
- c. The other leadership roles of the Chairperson and Vice-Chairperson are to:
 - i. Support and encourage the Council's role.
 - ii. Focus the Council's attention on governance.
 - iii. Assist the State Risk Manager in the development of the Council's meeting agenda.
 - iv. Review meeting recaps.
 - v. Track Council action items.
 - vi. Troubleshoot issues that occasionally arise.

ISSUE SUBMISSION

Council members, agencies and other stakeholders may submit issues. These issues may be submitted in the form of an issue paper that addresses background, assessment and recommendation of issues to be addressed by the Advisory Council. An issue may also be submitted for review when substantial losses occur as a result of agency policies, litigation, defense practices, or other management practices.

DAS Risk Management is responsible for distributing and maintaining issue papers, action plans and position papers.

ACTIONS

The Council is responsible for determining an Action Plan that represents the list of issues it chooses to address. The Council may utilize speakers, technical experts, working groups and sub-committees to inform, collect information and draft recommendations in the form of a position paper. The Council is responsible for forwarding recommendations for action to DAS Risk Management when consensus has been reached on an issue being reviewed. Risk Management is responsible for carrying forward all position papers to DAS executive management for consideration. The State Risk Manager is responsible for communicating back to the Council the decisions of DAS executive management in regard to the recommendations the Council submits.



Risk Management Advisory Council

Charter
Rev 03/30/2011

CONTEXT

Oregon State agencies are committed to a strong partnership with Department of Administrative Services (DAS) Risk Management and more involvement in the determination of how their budget contributions are spent. DAS Risk Management desires a multi-faceted forum for garnering understanding, acceptance and support of DAS Risk Management strategies, policies and practices. The purpose of the Risk Management Advisory Council (Council) is outreach to all Oregon State agencies, to provide a forum for stakeholders to exchange information, generate ideas, and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.

PURPOSE AND AUTHORITY

The Risk Management Advisory Council is formed by authority and approval of the DAS State Services Division Administrator. The purpose of the Council is outreach to all Oregon State agencies, and to provide a forum for stakeholders to exchange information, generate ideas, and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.

ALIGNMENT AND GUIDELINES

The recommendations of the Risk Management Advisory Council must be in alignment with:

1. The statutory authority granted to the Department of Administrative Services and delegated to DAS Risk Management in the areas of providing property and tort liability insurance coverage, workers' compensation insurance coverage, claims management and risk management consultation;
2. Other applicable statutes; and
3. The DAS Risk Management strategic plan.

GOALS AND OBJECTIVES

The goals and objectives of the Risk Management Advisory Council are to:

1. Strengthen relationships between DAS Risk Management and its stakeholders.
2. Identify and support stakeholder's priorities and needs that DAS Risk Management should strive to meet.
3. Influence the development of DAS Risk Management's service models to ensure its customers are well-served.
4. Provide organization perspectives to DAS Risk Management on its policy decisions that impact some or all stakeholders.
5. Provide a forum for stakeholders, to exchange information, generate ideas and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.
6. Reduce the Direct Total Cost of Risk for the State.

COUNCIL COMPOSITION

The composition of the Council will be no less than seven and no more than fourteen members including one or more of the following:

1. Persons with responsibility for oversight of the Risk/Safety Management function, or
2. Persons with responsibility for budget development and implementation, or
3. Persons who perform Risk/Safety Management duties.

Council member terms will be two years. Council members may be considered for contiguous terms by the DAS State Services Division Administrator.

RESPONSIBILITIES OF THE COUNCIL

1. Consider the perspectives of all state agencies, boards and commissions.
2. Have delegated authority to represent their state agencies, boards or commissions.
3. Participate in Council discussions and provide the perspective of the organization they represent.
4. Engage in consensus decision-making.
5. Make recommendations that are considerate of global impacts.
6. Develop an Action Plan that addresses issues of strategic importance and utilizes the SMART principles:
 - a. Specific
 - b. Measurable
 - c. Achievable
 - d. Reliable
 - e. Timely
7. Determine resources needed to meet Action Plan objectives.
8. Adopt Operating Guidelines.

COUNCIL MEMBER REVIEW/APPROVAL

DATE

Kyle Knoll, PERS

Marc Williams, DOJ

Gayla Andresen, DHS

Todd Brown, DEQ

Nancy Cody, DCBS

Julie Davie, ODOT

Joyce Fred, OUS/OSU

Lee Hullinger, DHS

Vena McCoy, Dept. of State Lands

Sandy McDonnell, OR Housing &
Community Services

Leonard Williamson, DOJ

Senate Bill 397

Printed pursuant to Senate Interim Rule 213.28 by order of the President of the Senate in conformance with pre-session filing rules, indicating neither advocacy nor opposition on the part of the President (at the request of Senate Interim Committee on Judiciary)

SUMMARY

The following summary is not prepared by the sponsors of the measure and is not a part of the body thereof subject to consideration by the Legislative Assembly. It is an editor's brief statement of the essential features of the measure **as introduced**.

Allows action based on tort to be brought against officer, employee or agent of public body if complaint alleges that plaintiff is entitled to damages in excess of limitations imposed by Oregon Torts Claims Act.

A BILL FOR AN ACT

1
2 Relating to tort claims against public bodies; amending ORS 30.265 and 65.369.

3 **Be It Enacted by the People of the State of Oregon:**

4 **SECTION 1.** ORS 30.265 is amended to read:

5 30.265. (1) Subject to the limitations of ORS 30.260 to 30.300, every public body is subject to **civil**
6 action [*or suit*] for its torts and those of its officers, employees and agents acting within the scope
7 of their employment or duties, whether arising out of a governmental or proprietary function or
8 while operating a motor vehicle in a ridesharing arrangement authorized under ORS 276.598.

9 (2) The sole cause of action for [*any tort of*] **a tort committed by** officers, employees or agents
10 of a public body acting within the scope of their employment or duties and eligible for represen-
11 tation and indemnification under ORS 30.285 or 30.287 [*shall be*] **is** an action [*against the public body*
12 *only*] **under ORS 30.260 to 30.300**. The remedy provided by ORS 30.260 to 30.300 is exclusive of any
13 other action [*or suit*] against any such officer, employee or agent of a public body whose act or
14 omission within the scope of the officer's, employee's or agent's employment or duties gives rise to
15 the action [*or suit*]. No other form of civil action [*or suit shall be*] **is** permitted. [*If an action or suit*
16 *is filed against an officer, employee or agent of a public body, on appropriate motion the public body*
17 *shall be substituted as the only defendant. Substitution of the public body as the defendant does not*
18 *exempt the public body from making any report required under ORS 742.400.*]

19 (3) **If an action under ORS 30.260 to 30.300 alleges damages in an amount equal to or less**
20 **than the damages allowed under ORS 30.271, 30.272 or 30.273, the sole cause of action for a**
21 **tort committed by officers, employees or agents of a public body acting within the scope of**
22 **their employment or duties and eligible for representation and indemnification under ORS**
23 **30.285 or 30.287 is an action against the public body. If an action is filed against an officer,**
24 **employee or agent of a public body, and the plaintiff alleges damages in an amount equal to**
25 **or less than the damages allowed under ORS 30.271, 30.272 or 30.273, the court upon motion**
26 **shall substitute the public body as the defendant. Substitution of the public body as the de-**
27 **fendant does not exempt the public body from making any report required under ORS 742.400.**

28 (4) **If an action under ORS 30.260 to 30.300 alleges damages in an amount greater than**
29 **the damages allowed under ORS 30.271, 30.272 or 30.273, the action may be brought and**
30 **maintained against an officer, employee or agent of a public body, whether or not the public**

NOTE: Matter in **boldfaced** type in an amended section is new; matter [*italic and bracketed*] is existing law to be omitted. New sections are in **boldfaced** type.

1 **body is also named as a defendant. An action brought under this subsection is subject to the**
 2 **limitations on damages imposed under ORS 30.271, 30.272 or 30.273.**

3 [(2)] (5) Every public body is immune from liability for any claim for injury to or death of any
 4 person or injury to property resulting from an act or omission of an officer, employee or agent of
 5 a public body when such officer, employee or agent is immune from liability.

6 [(3)] (6) Every public body and its officers, employees and agents acting within the scope of their
 7 employment or duties, or while operating a motor vehicle in a ridesharing arrangement authorized
 8 under ORS 276.598, are immune from liability for:

9 (a) Any claim for injury to or death of any person covered by any workers' compensation law.

10 (b) Any claim in connection with the assessment and collection of taxes.

11 (c) Any claim based upon the performance of or the failure to exercise or perform a discretion-
 12 ary function or duty, whether or not the discretion is abused.

13 (d) Any claim that is limited or barred by the provisions of any other statute, including but not
 14 limited to any statute of ultimate repose.

15 (e) Any claim arising out of riot, civil commotion or mob action or out of any act or omission
 16 in connection with the prevention of any of the foregoing.

17 (f) Any claim arising out of an act done or omitted under apparent authority of a law, resolution,
 18 rule or regulation that is unconstitutional, invalid or inapplicable except to the extent that they
 19 would have been liable had the law, resolution, rule or regulation been constitutional, valid and
 20 applicable, unless such act was done or omitted in bad faith or with malice.

21 [(4)] (7) [*Subsection (1) of*] This section applies to any action of any officer, employee or agent
 22 of the state relating to a nuclear incident, whether or not the officer, employee or agent is acting
 23 within the scope of employment, and provided the nuclear incident is covered by an insurance or
 24 indemnity agreement under 42 U.S.C. 2210.

25 [(5)] (8) Subsection [(3)(c)] (6)(c) of this section does not apply to any discretionary act that is
 26 found to be the cause or partial cause of a nuclear incident covered by an insurance or indemnity
 27 agreement under the provisions of 42 U.S.C. 2210, including but not limited to road design and route
 28 selection.

29 **SECTION 2.** ORS 65.369 is amended to read:

30 65.369. (1) The civil liability of a qualified director for the performance or nonperformance of
 31 the director's duties shall be limited to gross negligence or intentional misconduct.

32 (2) This section does not affect the civil liability of the entity which a qualified director serves.

33 (3) For the purposes of this section, "qualified director" means a person who serves without
 34 compensation for personal services as:

35 (a) A member of a board or commission of the state or a governmental subdivision for the pur-
 36 pose of setting policy and controlling or otherwise overseeing the activities or functional responsi-
 37 bilities of the board or commission but, notwithstanding ORS 30.265 [(2)] (5), the entity is not
 38 thereby rendered immune from liability;

39 (b) An officer, director or member of an executive board for the purpose of setting policy and
 40 controlling or otherwise overseeing the activities or functional responsibilities of a nonprofit cor-
 41 poration, unincorporated association or nonprofit cooperative corporation that has as its primary
 42 purpose:

43 (A) Religion;

44 (B) Charity;

45 (C) Benevolence;

- 1 (D) Providing goods or services at no charge to the general public;
 - 2 (E) Education;
 - 3 (F) Scientific activity;
 - 4 (G) Medical or hospital services at reduced costs; or
 - 5 (H) Engaging in activities of the nature specified in section 501 of the Internal Revenue Code
 - 6 of 1986, as amended;
 - 7 (c) A director for the purpose of setting policy and controlling or otherwise overseeing the ac-
 - 8 tivities or functional responsibilities of an organization which acts as an advocate for its members
 - 9 and which has as its members individuals or organizations that are:
 - 10 (A) Members of a particular trade or industry; or
 - 11 (B) Members of the business community of a particular municipality or area of the state; or
 - 12 (d) An officer, director or member of an executive board for the purpose of setting policy and
 - 13 controlling or otherwise overseeing the activities or functional responsibilities of a nonprofit cor-
 - 14 poration, unincorporated association or nonprofit cooperative corporation composed of owners or
 - 15 lessees of units or interests in any condominium submitted to the provisions of ORS 100.005 to
 - 16 100.625, any planned community as defined in ORS 94.550, any timeshare property as defined in ORS
 - 17 94.803, any residential cooperative community or any other residential or commercial common in-
 - 18 terest real estate community.
 - 19 (4) An otherwise qualified director shall not be considered to be compensated for personal ser-
 - 20 vices if the director receives payment only for actual expenses incurred in attending meetings or
 - 21 performing a director's duties or receives a stipend which is paid only to compensate the director
 - 22 for average expenses incurred over the course of a year.
 - 23
-

STATE AGENCIES NOT REPRESENTED AT THE CLAIMS 101 TRAINING

(AGENCIES WITH SHADED BACKGROUNDS HAVE 20 OR FEWER FTE)

120000	ACCOUNTANCY, STATE BOARD OF
131000	ADVOCACY COMMISSIONS OFFICE, OREGON
603	AGRICULTURE, DEPT. OF
972000	ALBACORE COMMISSION
624000	ALFALFA SEED COMMISSION
974000	APPRAISER CERTIFICATION & LICENSURE BOARD
964000	ARCHITECT EXAMINERS, BOARD OF
109000	AVIATION, DEPT. OF
605000	BEEF COUNCIL
585000	BLIND, COMMISSION FOR THE
885000	BLIND, INDUSTRIES FOR THE
670000	BLUEBERRY COMMISSION
123000	BUSINESS DEVELOPMENT DEPARTMENT, OREGON (Name change from Economic Development effect. 7/28/09) Oregon Arts Commission
423000	CHILDREN & FAMILIES, COMMISSION ON
811000	CHIROPRACTIC EXAMINERS BOARD
664000	CLOVER COMMISSION
350000	COLUMBIA RIVER GORGE COMMISSION
586000	(COMMUNITY COLLEGES & WORKFORCE DEVELOPMENT, DEPT. OF
108000	COUNSELORS & THERAPISTS BOARD
915000	CONSTRUCTION CONTRACTORS BOARD
971000	OREGON CORRECTIONS ENTERPRISES

167000	COURT PROCEDURES, COUNCIL ON
213000	CRIMINAL JUSTICE COMMISSION
617000	DAIRY PRODUCTS COMMISSION
834000	DENTISTRY, OREGON BOARD OF
196	DISTRICT ATTORNEYS ASSN.
645000	DUNGENESS CRAB COMMISSION
581000	EDUCATION, DEPT. OF
115000	EMPLOYMENT RELATIONS BOARD
330000	ENERGY, STATE DEPARTMENT OF
930000	ENERGY, DEPT. OF - BOND PROGRAM
966000	ENGINEERING & LAND SURVEYING EXAMINERS, BOARD OF
951000	FILM & VIDEO OFFICE, OREGON
604000	FINE FESCUE COMM
628000	FOREST RESOURCES INSTITUTE
967000	GEOLOGIST EXAMINERS, BOARD OF
632000	GEOLOGY & MINERAL INDUSTRIES
199000	GOVERNMENT ETHICS COMMISSION
121000	GOVERNOR'S OFFICE
679000	GRAINS COMMISSION
623000	HAZELNUT COMMISSION
831000	HEALTH LICENSING AGENCY, OREGON
641000	HIGHLAND BENTGRASS COMMISSION
975000	HOME CARE COMMISSION
643000	HOP COMMISSION

425000	INDIAN SERVICES, COMMISSION ON
175000	JUDICIAL FITNESS COMMISSION
839000	LABOR & INDUSTRIES, BUREAU OF
660000	LAND CONSERVATION & DEVELOPMENT COMM.
662000	LAND USE BOARD OF APPEALS
965000	LANDSCAPE ARCHITECT BOARD
973000	LANDSCAPE CONTRACTORS BOARD
156000	LEGISLATIVE ADMINISTRATION
155	LEGISLATIVE ASSEMBLY
142000	LEGISLATIVE COUNSEL, OFFICE OF THE
145000	LEGISLATIVE FISCAL OFFICE
144000	LEGISLATIVE REVENUE OFFICE
543000	LIBRARY, OREGON STATE
124000	LICENSED SOCIAL WORKERS, STATE BOARD OF (Name change from Clinical Social Workers effect. 1/1/2010)
114000	LONG TERM CARE OMBUDSMAN
177000	LOTTERY, OREGON STATE
968000	MASSAGE THERAPISTS, BOARD OF
847000	MEDICAL BOARD, OREGON
248	MILITARY DEPARTMENT
848000	MILITARY DEPARTMENT Emergency Personnel
642000	MINT COMMISSION
851000	NURSING, BOARD OF
963000	OPTOMETRY, BOARD OF
655000	ORCHARDGRASS SEED COMMISSION
845000	OREGON LIQUOR CONTROL COMMISSION

656000	OREGON TRAWL COMMISSION
978000	PATIENT SAFETY COMMISSION
855000	PHARMACY BOARD
969000	PHYSICAL THERAPIST LICENSING BOARD
658000	POTATO COMMISSION
442000	PRIVATE HEALTH PARTNERSHIPS, OFFICE OF
647000	PROCESSED VEGETABLE COMMISSION
399000	PSYCHIATRIC SECURITY REVIEW BOARD
122000	PSYCHOLOGIST EXAMINERS, BOARD OF
404000	PUBLIC DEFENSE SERVICES COMM
611000	RASPBERRY & BLACKBERRY COMM
919000	REAL ESTATE AGENCY
150	REVENUE, DEPT. OF
657000	RYEGRASS SEED COMMISSION
435000	SAIF CORPORATION
646000	SALMON COMMISSION
165000	SECRETARY OF STATE
644000	SHEEP COMMISSION
111000	SPINAL CORD INJURY RESEARCH BOARD
668000	STRAWBERRY COMMISSION
575000	STUDENT ASSISTANCE COMMISSION
669000	SWEET CHERRY COMMISSION
607000	TALL FESCUE COMMISSION
119000	TAX PRACTITIONERS, STATE BOARD OF
584000	TEACHER STANDARDS & PRACTICES COMMISSION

976000	TOURISM COMMISSION
733000	TRAVEL INFORMATION COUNCIL
170000	TREASURY DEPT.
952000	UTILITY NOTIFICATION CENTER, OREGON
690000	WATER RESOURCES, DEPT. OF
691000	WATERSHED ENHANCEMENT BOARD, OREGON and all Watershed Councils of Oregon
678000	WHEAT COMMISSION
977000	WINE BOARD, OREGON

**RISK MANAGEMENT ADVISORY COUNCIL
ACTION DASHBOARD**

Revised 1/20/11

Charter Goals & Objectives				
1: Strengthen relationships between DAS Risk Management and its stakeholders.				
2: Identify and support stakeholder's priorities and needs that DAS Risk Management should strive to meet.				
3: Influence the development of DAS Risk Management's service models to ensure its customers are well-served.				
4: Provide organization perspectives to DAS Risk Management on its policy decisions that impact some or all stakeholders.				
5: Provide a forum for stakeholders, to exchange information, generate ideas and make recommendations to DAS Risk Management in accordance with the Advisory Council Operating Guidelines.				
6: Reduce the Direct Total Cost of Risk for the State.				
Topic	Project/Task	Alignment with Charter, Goals & Objectives	Status	Notes/Comments
ERM	Vet draft brochure through agency internal audit staff and DAS Exec Team	1,2,4,6	Action Needed	Pam Valencia
	Insert a tagline on back of brochure for where to go to get additional copies of brochures.	1,2,4,6	Action Needed	Pam Valencia
	Review ERM website and provide feedback to Ex-Officio Pam Stroebel Valencia. (Council members)	1,2,4,6	Action Needed	Pam Valencia
Event Mgmt	Council members contact Jen Coney, Penny Evans or Teresa Boes if they are interested in being part of the customer group to provide feedback as Risk takes a closer look at the program as a whole in the coming months. There will be opportunities for customers to be involved with the Lean process and also to provide feedback/perspective on the services Risk Management provides.	1,2,4,6	Ongoing	Councilpersons interested are Leonard Williamson and Joyce Fred. There is stated interest from OSU and DHS-CAF. Guest Eunice Hunt has a representative in mind for Department of Corrections and Guest Angel Hale would like to be on the team. Status Update (12/1/2010): Will make a recommendation after the DAS-RM Claims Lean process regarding tools to provide to state agencies.
	DAS-RM Claims provide a status report at February 1, 2010 meeting	1,2,4,6	Action Needed	
Legislative Update	Council member Leonard Williamson will report bills of interest to the Council.		Ongoing	
	Council members should forward information/emails of interest related to potential legislation to Council member Leonard Williamson.		Ongoing	

**RISK MANAGEMENT ADVISORY COUNCIL
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Outreach	Provide the Council with a list of agencies that have not attended any DAS RM sponsored trainings.	5	Action Needed	DAS Risk Management, Claims Manager, Penny Evans
	Workgroup documents posted to website	1,3	Ongoing	Need decision/direction from Council
	Develop and communicate training opportunities to Risk Coordinators	5	Ongoing	Last activity 8/19/10: Claims 101 training. 8/18/10: sent out training opportunity list on two listserves. Status update (12/1/2010): Three trainings have been provided. Next training will most likely be in March 2011.
	Edit and develop Risk Coordinator/Safety Manager list.	1,2,3,4,5,6	Ongoing	Last activity 8/24/10
Planning	Council self-assessment.	1,2,5	Ongoing	Occurs every Council meeting - regular agenda item
	The Operating Guidelines and Charter will be revised to include succession plans, voting protocol, leadership roles/duties to reflect actual performance standards, and sent to Council members for review.	1,2,3,4,5,6	Action Needed	DAS Risk Management, Risk Control Consultant, Deb Bogart
Workgroups	Employee injury data collection	1,2,3	On Hold	Last activity 11/16/09
	Claim Cost Reduction workgroup: address statutory or rule change requirements.	1,6	On Hold	Last activity 6/3/09
	Develop an ERM talking point document/memorandum for review and input by DAS and then submittal to Ken Rocco (BAM/LFO) for consideration as a decision making tool during the Legislative Session review and approval of the 11-13 Agency Budget Requests. The document will be sent to Council members by December 7 for comments.	1,2,4,6	On Hold	Council Chairperson Kyle Knoll