Protected Loss Fund Program
Webinar Series
Part 3
Agenda

I. Part 1
   A. Protected Loss Fund Program (PLFP)
      1. Purpose
      2. Programs
      3. Structure & Costs

II. Part 2
   A. Claims Review
   B. Identifying Risks
   C. Lessons from the field

III. Part 3
    A. Emerging Issues
    B. Special Events
    C. Online Resources
Emerging Issues

- **Age of Buildings**
  - Travelers’ Roof maintenance and [inspection checklist](#)
  - Plumbing and Electrical
    - Lead in water
    - Fixtures
    - Extension cord usage
    - GFCIs

- **Slip, Trip and Fall Control**
  - Snow Log
  - Travelers’ STF [checklist](#) and [control document](#)

- **Special Events**
  - Do’s and Don’ts
  - Scenarios - You be the judge
  - Online application
Special Events
Do’s and Don’ts

• DO use parish funds/check to pay for Special Events.
• DO make sure ALL information is filled out on the forms, this includes: Unit Number, signature, date, whether or not alcohol is being served.
• DO make sure the form is submitted and check is sent to MCC with Host’s name on memo line.
• DO NOT send a form home with individual or allow them to fill it out online.
• DO verify if the event requires Special Event Insurance or not. When in doubt - fill it out.
Special Events Scenarios

- A woman calls and wants to have a wedding reception in your parish hall? (but no alcohol is being served)?
- Pastoral Council President wants to change meeting rooms from basement hall to the newly renovated all-purpose room on the ground floor?
- A parishioner calls and is planning a large anniversary party for their parents and wishes to use your gym?
- A coworker wants to throw together a bridal shower for another colleague in the employee lounge? What if no alcohol is being served?
- The parish is about to host its first annual spring festival with a beer tent, kids’ games and catered food?
- Father wants the parish to start hosting monthly AA meetings in the parish hall?
- The parish/school staff decides to hold their annual Christmas dinner on-site instead of going out?
- The Knights of Columbus want to use your hall for their monthly meetings? They also want to use the hall for their Lenten Fish Fry dinners?
Special Events
Online Application

- Michigan Catholic Conference Risk Management Website
  - Special Events step-by-step instructions
  - Application
  - Use of emails
  - Importance of host’s “signature”
Online Resources

- Learning Management System (LMS)
- MCC Risk Management
- Travelers’ Risk Control
- GB Risk Control
Online Resources
Learning Management System

• Accessible from MCC website
• Individual sign-ons
• Tracking ability
• List of available modules
List of Available Modules

<table>
<thead>
<tr>
<th>Module</th>
<th>Module</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Avoiding Claims for Wrongful Termination</td>
<td>• Fire Prevention Practices</td>
</tr>
<tr>
<td>• Basic Evacuation Planning &amp; Procedures</td>
<td>• Fraud Prevention (MCC)</td>
</tr>
<tr>
<td>• Bloodborne Pathogens for Schools</td>
<td>• Hazard Communication</td>
</tr>
<tr>
<td>• Catholic Cemeteries Self Inspection/Hazard Recognition</td>
<td>• Housekeeping - Safe Housekeeping Practices</td>
</tr>
<tr>
<td>• Continuity of Operations Planning</td>
<td>• Means of Egress</td>
</tr>
<tr>
<td>• Creating a Safe Holiday Celebration</td>
<td>• Playground Safety Inspection</td>
</tr>
<tr>
<td>• Disaster Planning 101</td>
<td>• Portable Fire Extinguishers I and II</td>
</tr>
<tr>
<td>• Determining the Root Cause of Accidents</td>
<td>• Preventing Slips, Trips and Falls</td>
</tr>
<tr>
<td>• Electrical Safety</td>
<td>• School Hazard Identification</td>
</tr>
<tr>
<td>• Employee &amp; Family Disaster Planning (Business Continuity Begins at Home)</td>
<td>• Working at Home</td>
</tr>
<tr>
<td></td>
<td>• Workplace Mold</td>
</tr>
<tr>
<td></td>
<td>• Violence Prevention</td>
</tr>
</tbody>
</table>
Online Resources

- **MCC Risk Management**
  - Link to LMS
  - New Building Log
  - Information & Forms
    - New this year: Parish-owned vehicle certificates
    - Labor Laws
    - Self-Inspection
- **Latest News**
  - Webinar Series
  - Travelers’ Winter Weather Webinar
  - Fraud Video
  - *More to come! Looking into offering quarterly webinars from our various partners*
Online Resources

- **Travelers Risk Control**
  - [https://www.travelers.com/risk-control](https://www.travelers.com/risk-control)
  - Various Toolkits
  - Do-it-yourself assessments
  - Email us if you want access to the site
Online Resources

- GB Risk Control
  - www.gbriskcontrol.com
  - Loss Prevention Reports
    - User ID: DIO####
    - P/W: DIOCESE
THANK YOU AND BE SAFE!

Michigan Catholic Conference
1-800-395-5565

Vince Andrews, Manager
vandrews@micatholic.org

John D. Greenburg
jgreenburg@micatholic.org

General questions
riskmanagement@micatholic.org