

MANAGEMENT SAFETY NEWSLETTER

SELF INSURED WORKER'S COMPENSATION FUND MEMBERS

FEBRUARY 2015



Procedure for Trustee Elections

Any Fund Member that is interested in running for Trustee must contact Fund Administrator by March 01st

Your MAAS Self Insured Workers' Compensation Fund Board of Trustees has approved the following procedures for the conduction of the annual election of Trustees. There are seven (7) trustees who serve without compensation overseeing the affairs of the Fund. Meetings are held quarterly in Lansing, usually in conjunction with the MAAS Board of Directors meetings. An annual membership meeting is also held in conjunction with the EMS Expo. Terms for Trustees are for three years, with the term expiring on September 30th. Currently there are three (3) seats up for election at the Fund's annual meeting to be held on April 24th, 2015. The terms up for election will be for terms beginning October 1, 2015 and ending September 30, 2018.

The election procedure will be as follows:

1. Any Fund member who is interested in being a candidate for a Trustee position must contact the Fund office by March 1, 2015.
 - ◆ You may contact the Fund Administrator, Larry Andrick, at 517-346-5212 (or) email at landrick@miambulance.org
2. Thirty days (30) from the annual meeting and election, a ballot will be mailed to each Fund Member.
3. The mailing will contain the ballot, plus a return envelope addressed to the MAAS office and marked "Ballot".
 - ◆ On each return envelope, there will be the name printed of the authorized signer for that member service and a line to sign their name.
4. The authorized signer shall cast their vote for the candidate(s) they choose, place the ballot in the envelope, seal, sign the envelope in the designated location and return via USPS.
5. Upon receipt, the ballots shall be stored in a secured location and will remain unopened at the MAAS office until the annual meeting.
6. At the annual meeting; a committee of three tellers will be appointed to open, count and tabulate the ballots.
7. The tellers will verify the signature on each envelope as coming from the authorized signer.
8. The envelopes will then be opened and the ballots separated from the envelopes prior to continuing.
9. The ballots shall be counted and the results announced at the annual meeting.

NOTE:

- A. Any envelope containing a ballot not signed by the authorized signer will be discarded.
- B. Any more than one envelope containing a ballot from a member service will be discarded.

Management Articles

- MAAS SIWC Fund Trustee Elections
- Attention Leader's: How Do We Compare
- With Opportunity, Comes Responsibility

Attention Business Leaders:

As part of our 2015 Loss Prevention Strategy, we will be calculating our "Incident / Injury Rates", and comparing it against the National Average.

The Fund will calculate this information to allow you to see how you are doing in relation to other members, strictly on an anonymous basis.

You are required by MiOSHA to file a Lost Work Day Case Rate tabulation each year. We ask that you please email your most recent report so that we may tabulate the rates for all members, and benchmark ourselves against the National Average.

Thank you for your cooperation and quick response.

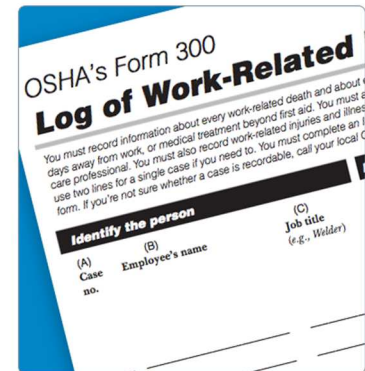
How To Submit Your Report

Q: What email should I use?

A: The email address is landrick@miambulance.org

Q: May I call you and provide the number verbally?

A: Yes. Feel free to contact me at (517) 346-5212



"We need your help! Please provide your organizations "Total Labor Hours Worked" number to the MAAS Fund for annual reports and benchmarking..."

- Larry Andrick

With Opportunity, Comes Responsibility:

Michigan law allows the employer to control and direct the medical treatment of an injury for the first twenty eight (28) days following the "inception of treatment". This permits your occupational medical clinic to be a much more useful tool for treating the injured employee and developing a strategic "Return to Work" plan.

This fact promotes the critical importance for members of your team to report injury claims to your MAAS Fund adjuster promptly. It allows for early intervention to help ensure that the employee acquires quality medical care and the medical bills are managed effectively.

When you have an injury, the claims adjusters welcome your input as to the nature of the injury, the facts surrounding the injury, the supervisor's report, or if you suspect that something about the claim does not appear to be legitimate.

The common thread of all of these key points is "Communication". The successful management of Workers' Compensation Claims requires that all of the affected parties communicate quickly, accurately and efficiently. Equally as important, that all of the individuals communicate openly and on a regular basis.

CompOne Administrators, Inc. has extensive experience in the professional handling of injury claims for MAAS Fund members. If you have questions, feel free to contact your Claims Support:

Lost Time Claims - Karen Husulak

517-913-1707 (or) khusulak@compone.net

Medical Only Claims - Sara Heibeck

517-913-1708 (or) sheibeck@compone.net

