

FY 2020–2021 Budget
Fairbanks North Star Borough

PROGRAM BUDGET SUMMARY

DEPARTMENT OF HUMAN RESOURCES – RISK MANAGEMENT DIVISION

MISSION/Program Description

THE MISSION OF THE RISK MANAGEMENT DIVISION IS TO PROTECT FROM AND MITIGATE THE EFFECTS OF UNPREDICTABLE CASUALTY LOSSES ON THE PERSONNEL, PHYSICAL AND FINANCIAL ASSETS OF THE BOROUGH AND SCHOOL DISTRICT AND TO COORDINATE, PROMOTE AND MONITOR EMPLOYEE BENEFIT PLANS. The Division manages the Borough and School District's self-funded programs for employee health, property, general and auto liability and workers' compensation; obtains insurance coverage for the Borough, School District, Road Service Districts; maintains databases for employee health benefits, self-insured claims, safety, student injuries, facility incidents and for contractor insurance certificates; provides occupational health and safety services to Borough and School District and administers Borough employee benefit programs (deferred compensation, flexible spending accounts, life insurance, employee assistance program, employment-related medical exams).

Major Long-Term Issues and Concerns

- The Borough is an active consumer in the commercial excess insurance market. This requires particular attention to market conditions and the regulatory environment. It requires long term planning and periodic adjustments in budget and self-insurance levels.
- Federal health care reform continues to require monitoring of benefit plans and procedures.
- State implementation of Electronic Data Interface (EDI) reporting processes continues.
- Challenges related to limited return to work opportunities for injured workers.
- Integration of ONESolution capabilities into our business practices to include automation enhancement and electronic storage capabilities.
- Resource allocation to expand utilization of the electronic records management system.

Objectives for FY 2021

- Evaluate audit findings for data security and implement necessary changes.
- Continue to work with the Borough Labor Management Health Care Committee, the School District Joint Committee on health benefits and the Health Care Coalition to manage health claim costs.
- Identify and implement medical service purchasing programs to control costs for self-funded claims.
- Increase use of Return to Work program through active management of Workers' Compensation Claims.
- Improve occupational health and safety services for Borough and School District.
- Comply with all laws and regulations governing health plan administration and upcoming unpredicted changes.
- Refine new procedures, routine reports and assure compliance with regulations using claims system.
- Continue development of enhanced reporting methods for claim management.
- Continue staff training for continuity of operations.
- Continue scanning and archiving efforts to include electronic storage of WC files and other related documents.
- Complete integration of healthcare tracking in ONESolution and file management with WPAS for health benefits.
- Continue Risk Management coordination and communication with School District and use of established risk management committee.
- Coordinate Wellness Program for Borough employees.
- Improve OSHA required training with Human Resources.

Significant Budget Changes

- None.

Previous Year's Accomplishments

- Conducted required safety and fire inspections on Borough and SD facilities with insurer and local fire officials.
- Updated and distributed Health Plan Booklet for 2020.
- Continued to develop and improve internal and external claims adjusting functions.
- Provided risk consulting to School District management team and Borough administration.
- Provided support, assistance and training (DOT Drug/Alcohol) to Transportation & Public Works Departments.
- Transitioned school safety packets to electronic to improve accessibility and staff time commitments.
- Updated accessibility to SDS documents at all Borough facilities.
- Continue to administer Motor Vehicle Driving Policy, and conduct Accident Review Committee, to increase safety awareness and reduce claims.
- Review conducted of all Health Plan required notices and disclosures.
- Provided support, assistance and training to Borough and School District leadership on injury reporting and emergency procedures.