

# THE PAR NEWS

The Official Newsletter of the Michigan Township Participating Plan

**Par Plan News Editorial Staff:**

**Pat Mead**, Benzonia Township-Benzie County  
**John Jones**, Ira Township, St. Clair County  
**Jim Beelen**, Allendale Township-Ottawa County  
**John Buckhout**, Kalamazoo Township-Kalamazoo County

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## MTPP ANNUAL BUSINESS MEETING

JULY 23, 1998 - SAULT STE. MARIE MICHIGAN

The Michigan Township Participating Plan met along the shores of Lake Superior in Sault Ste. Marie, Michigan and Canada for their Annual Business Meeting in July.

Jack La Rose, Executive Director of the MTA was a guest of the Plan, as well as the Plans' reinsurers and several area entities' members.

The new Board of Directors were seated and the election of officers was held. Outgoing Chairman, Pat Mead was presented a plaque for past service. Reports were made by the plans' legal counsel, accounting firm, and reinsurers. Committee Annual Reports were also presented to the board and membership present.

The directors and guests enjoyed the opportunity to experience the beauty of the Sault and Algoma Country by participating in a train excursion to the Agawa Canyon Park ; traveling through the Great Lakes - St. Lawrence Forest region and amongst the granite rock formations of the Canadian Shield.

The following directors were seated as new officers; C. R. St. Martin, Chairman, and John Jones, Secretary.

Special thanks are extended to our guests who took time out of their busy schedules to participate in the annual

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## ED COMBER SEATED AS ZONE 4 DIRECTOR

The Michigan Township Participating Plan which provides property and liability protection to over 1200 public entities in Michigan is pleased to announce that Edwin Comber has been seated as Zone 4 Director which is comprised of Par-Plan Members in Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego, and Presque Isle counties. Ed began his new position on July 23, 1998.

Ed is the Clerk of Briley Township, Montmorency County, and is currently a member of Brileys' Zoning Board of Appeals and Alternate Zoning Administrator. Ed continues to be involved with the community by belonging to local organizations such as Lions Club, Chamber of Commerce and Montmorency County Senior Citizens. Ed received his law degree from the Detroit College of Law in 1972.



**MIDWEST CLAIMS SERVICE  
TENTH ANNUAL CLAIM / ATTORNEY  
SEMINAR**

Our tenth seminar will be held on October 21-23, 1998 at Lost Lake Woods Club in Lincoln, Michigan. The annual seminar will be attended by the Par Plan Board of Directors, Appointed Counsel, Midwest Claim Staff, Kenrick Risk Control Staff, Risk Managers, Representatives from the Par Plan Reinsurers, and Representatives from the MTA.

This years topics will include an update on Zoning and Taking, Civil Rights, Police Professional Liability, Exceptions to the Governmental Immunity Statute and some actual case reviews.

Material from the seminar is available to all Par Plan members. If you are interested in receiving information on any of the mentioned topics, please contact Jim Youngblood at 800-225-6561.



**Employees Join Midwest  
Claims**

Midwest Claims Service is pleased to announce two additions to their staff.

On August 24, 1998, Mr. Steve Galante joined Midwest as an adjuster. Steve received his Bachelor of Science degree at Eastern Michigan University. His Major was English Language and Literature and a Minor is Political Science. And graduated Cum Laude. He received his Juris Doctor degree at Detroit College of Law. For the past two years Steve has been in private practice with a local law firm.

On September 8, 1998, Ms. Richelle Brown joined Midwest as an adjuster trainee. Richelle received her Bachelor of Science degree at Michigan State University. Her Major was Mathematics.

**Directors**

Terms: July 1, 1998 through June 30, 1999

**ZONE 1**  
Paul Lehto,  
Calumet Township  
(906) 337-2410

**ZONE 2**  
C.R. St. Martin, Chairman  
Seney Township  
(906) 499-3322

**ZONE 3**  
Pat Mead  
Benzonia Township  
(616) 882-4411

**ZONE 4**  
Ed Comber  
Briley Township  
(517) 785-4186

**ZONE 5**  
Jim Beelen  
Allendale Charter  
Township

**ZONE 6**  
Mark Harnden  
Williams Charter  
Township

**ZONE 7**  
John Jones, Secretary  
Ira Township  
(810) 725-0263

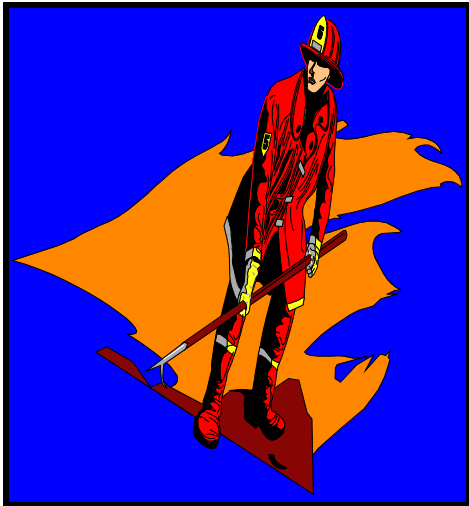
**ZONE 8**  
John Buckhout  
Charter Township of  
Kalamazoo

**ZONE 9**  
Bob Skrobola, Vice  
Chairman  
Pittsfield Township

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## Personal Protective Clothing & Equipment Policy #006

Safety of our personnel is our number one priority when we are called to respond and provide fire and emergency services to our customers. We cannot deliver these services safely without first providing and then ensuring that personnel are wearing and utilizing personal protective equipment (PPE).



The policy defines PPE as turnout coat and pants, boots, gloves, hood, helmet with face shield, and self contained breathing apparatus (SCBA).  
Adoption and

utilization of this policy will assist the Fire Chief and officers in identifying when, where, and how PPE is worn. The most obvious is any time personnel are entering an atmosphere that is immediately dangerous to life and health (IDLH). The policy goes on to guide us through inspections of the equipment as well as routine repair and maintenance.

Safety is the responsibility of every member of the department, however, ultimately the Fire Chief must accept full responsibility for adherence to this policy and all other policies that are for the protection of our personnel. Finally the policy references NFPA 1500, Chapter 5, P.P.E.. and MIOSHA, Part 74, Firefighter, which will provide much more detailed and specific information.

The Fire/EMS Committee encourages you to contact your Risk Control Representative at (800) 536-7425 for this or any other policies that has been developed.

Chief Mark Walterhouse  
City of Auburn Hills Fire Dept. MTPP Fire/EMS

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## Domestic Violence Policy #003

A Domestic Violence response policy is one of most debated policies on the books today. Depending on the Department and it's needs the policy can run from 10 to 45 pages in length. Now, with the right to make an arrest on a misdemeanor not committed in our presence, this policy gives the officer the guidelines to follow for the mandated procedures in responding, investigating, arresting, documenting, providing assistance to victims and enforcing personal protection orders. In most cases, the State's policy, states that an arrest **should** be made. The State of Michigan's Model Policy on Public Act 69 of 1994 and Public Act 418 of 1994, which is about 40 pages long, mandates that all law enforcement agencies **will** develop and implement a domestic violence policy. This policy must also be sent to the prosecutors office for review and acceptance. The Michigan Township Participating Plan's Law Enforcement Committee has developed a ten-page generic policy, which covers all the same procedures, and needs little or no changes for adoption to most departments.

This policy along with many others are available free of charge. Contact your Risk Control Representative at (800) 536-7425 for this or any other policy that has been developed, and adopt it for use by your department.

Sergeant Thomas Clark  
Holly Police Department  
MTPP Law Enforcement Committee, Vice Chairman

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## UPDATE OF YEAR 2000 MILLENNIUM DILEMMA

Recently the Plan Administrator mailed a questionnaire regarding the Year 2000 Millennium to all Par Plan Members. This purpose of this survey was to help determine where the plans' members stood in their state of preparedness. Thank you for your participation. We have received responses from our membership and have arrived at the following results:

- \* 44% of the membership are aware there is a problem
- \* 32% have identified their problem areas and accessed their needs
- \* 21% have begun preparations for developing a plan for compliance
- \* 44% have identified their liability scope if problems occur



The results do indicate progress, however, we feel a need to stress the importance of being active in helping your entity deal with this problem and we would like to revisit this issue with you.

In less than two years, computers users worldwide may face computer malfunctions or possibly the shut-down of entire computer systems. What makes this Y2K "Bug" so monumental is that almost everyone and every business has some involvement with a computer.

- **The Problem** arises because many computer software programs written over the past 20 years use only two digits to specify the year. Thus, some computers will recognize dates in the year 2000 as "00" and may assume that year is 1900. As a result, computers will perform incorrect calculations, or shut down all together.
- **The Scope of the Problem** is not confined to any one area. Factors involved are software, hardware, devices using computer chips, network communications, business/vendor partners, and of course overall operations.
- **Popular Misconceptions** include "We utilize packaged software, so we're safe", "we don't have computers, we outsource", "my systems will be replaced prior to the year 2000". Although the fix is not technically challenging, it is complex and requires ample amount of time to correct and the underestimation of work required may be a pitfall.
- **The Correction Process** is to educate and become aware, conduct comprehensive inventories and inventory assessment, assess relevant non-technology areas, develop a Year 2000 assessment report and implementation plan, execute Year 2000 plan, test and re-test for validation.
- **Information Sources** are available for your assistance:
  - State of Michigan; <http://www.statemi.us/2000>
  - Internet Groups; <http://www.year2000.com>
  - Attend Year 2000 Conferences / Seminars
  - Year 2000 Project Office and Department of Management, State of Michigan (517) 373-3725

In continuing efforts to provide the best service to our plan members we will be inquiring from our reinsurers their interest in providing some limited coverage based upon our survey results.

Again, we encourage you to become involved on your entities behalf.

Rita Evans  
Risk Control Representative  
Michigan Township Participating Plan