

GOLDEN STATE RISK MANAGEMENT AUTHORITY (GSRMA) Risk Management Accreditation Program (RMAP) FY 25-26

The Risk Management Accreditation Program is a Best Practices Program where Members can earn an award of up to 10% of their annual contribution, subject to a maximum of \$50,000 per member agency per year for a score less than 10%, and a maximum of \$75,000 per member agency per year, when the 10% maximum score is achieved.

This **voluntary** program has been redesigned as a continuous learning improvement initiative. As such, GSRMA staff are committed to assisting Members in loss prevention efforts and will provide a monthly Open Forum to discuss efforts and answer questions before each section of the RMAP is due.

Please review this information before submitting documentation, important dates are included below.

*Members must complete several mandatory qualifications of the RMAP Application, listed below and in the Application itself. Failure to do so will disqualify the Member from the current year's RMAP.

These are:

1. An Annual Meeting Report review *and* submitting any necessary changes
2. An Annual Proactive/ Reactive Risk Partnership Plan Meeting with designated Risk Control staff
3. Complete the Actual Payroll Questionnaire
4. Complete the Annual Financial Questionnaire

Risk Control staff will present all qualified Applications to GSRMA Board of Directors no later than the Board Meeting in May for approval. For budgeting purposes, Members receiving awards will be notified prior to July 1st. To receive distributions, the Member must be in good standing as of July 1 of the 2026-27 coverage year.

The Risk Management Accreditation Program is based on a points system.

100 points are needed to be awarded the maximum credit and granted Accreditation using the following formula:

60- 69 total pts= 1%

70- 79 total pts= 4%

80- 89 total pts= 5%

90- 99 total pts= 7%

100+ total pts= 10%

GSRMA encourages Members to use the awarded funds to maintain or enhance loss prevention efforts. As an additional incentive to achieving full Accreditation, a drawing will be conducted amongst those Members, and one will receive complimentary attendance for up to two (2) attendees at the Public Agency Risk Management Association (PARMA) Conference.

RMAP Key Dates:

July 1- Start of Fiscal Year

Sept. 1- Letter Of Intent Due

Sept. 17- Open Forum #1

Oct. 15- Open Forum #2

Oct. 9/10- GSRMA Conference

Nov. 12- Open Forum #3

Nov. 14- Compliance Documentation Due

Feb. 18- Open Forum #4

March 2- Best Practices Documentation Due

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Compliance Documentation

Member Agency: _____ Contact Person: _____

Entity Physical Address: _____ Entity Mailing Address: _____

Contact Phone / E-Mail: _____

Focus Areas	GSRMA Use ONLY	Points Claimed/ Points Possible
Policies/ Procedures		
Entity's Injury/ Illness Prevention Plan meets Cal- OSHA requirements and is reviewed annually.		/3 Save Titled As: EntityName_IIPP
Entity's Emergency Action Plan meets Cal- OSHA requirements and is reviewed annually.		/3 Save Titled As: EntityName_EAP
Entity's Workplace Violence Prevention Plan includes an Incident Log, meets Cal- OSHA requirements, and is reviewed annually.		/3 Save Titled As: EntityName_WVPP
Entity has a Return-to-Work Program that includes the Interactive Process.		/3 Save Titled As: EntityName_RTW
Entity has a Purchasing Policy compliant with AB 1234, including: <u>procedures for purchasing contracts</u> <u>employee reimbursements</u> <u>competitive bidding</u>		/3 Save Titled As: EntityName_Purch
Current Federal & State Labor Law Posters are displayed		/1 Save Titled As: EntityName_LL1
Training and Entity Governance		
All Employees & Board Members are AB1825/ SB1343 compliant.		/4 Save Titled As: 1825.1, 1825.2 1343.1, 1343.2
At least 2 Board Members attend Virtual Board Compliance training hosted by GSRMA.		/2 Save Titled As: EntityName_B
Regular Safety Mtgs (Tailgate Mtgs) are conducted to communicate expectations & standards, required by Cal-OSHA. <u>Submit 6+ hrs.</u> <u>This can also be Vector Solutions courses</u>		/3 Save Titled As: EntityName_Mtgs
Entity has reviewed an Annual Meeting Report and summarized any changes.		/5 Save Titled As: EntityName_AMR

Total Points /30

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Best Practices Documentation

Member Agency: _____ Contact Person: _____

Entity Physical Address: _____ Entity Mailing Address: _____

Contact Phone / E-Mail: _____

Focus Areas	GSRMA Use ONLY	Points Claimed/ Points Possible
Policies/ Procedures		
Entity has a Cybersecurity Policy with safeguards for ACH and financial system integrity.		/3 Save Titled As: EntityName_Cyb
Entity has a Board Manual that includes: <u>Bylaws</u> <u>Conflict of Interest Policy</u> <u>Meeting Schedule</u>		/3 Save Titled As: EntityName_BM
Entity has a Vehicle Policy that includes: <u>Driver Qualifications & Safety</u> <u>Personal/Business Use w/ Insurance Requirements</u> <u>Reporting Procedures</u>		/3 Save Titled As: EntityName_Veh
Entity has a Safety Committee that holds regular meetings and provides feedback.		/2 Save Titled As: EntityName_SafMtg
If your Agency has filed a WC or GL Claim between 7/1/24- 6/30/25, submit an Accident Investigation Report including documented hazard mitigation strategies that were enacted. If your Agency has not filed a WC or GL claim between 7/1/24-6/30/25, submit documentation of at least one completed proactive risk assessment, safety inspection, or hazard identification initiative conducted during the same period.		/4 Save Titled As: EntityName_WCGL
Entity has completed the GSRMA Cyber Security Self- Assessment by due date.		/2
Actual Payroll Questionnaire and Annual Financial Questionnaire were completed by due date.		/4
Entity prepares an annual budget, as well as submits to an audit at least every 2 yrs.		/3 Save Titled As: EntityName_Audit

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Best Practices Documentation- Continued

Focus Areas	GSRMA Use ONLY	Points Claimed/ Points Possible
Training and Entity Governance		
Entity has conducted an Annual Proactive/ Reactive Risk Partnership Plan Meeting with designated Risk Control Advisor.		/6 Date Completed: _____
Entity annually develops a comprehensive written plan to address loss exposure relevant to Claims or areas of concern (LEEP)		/40 Save Titled As: EntityName_LEEP

Total Points /70