



MICHIGAN
CATHOLIC
CONFERENCE

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

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

Online Resources

- MCC Risk Management
 - <http://www.micatholic.org/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>
 - 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

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General questions

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