

RiskREVIEW

A Publication of ICRMP—Idaho Member Owned and Governed Property and Casualty Insurance Pool



What is your Termination Policy?

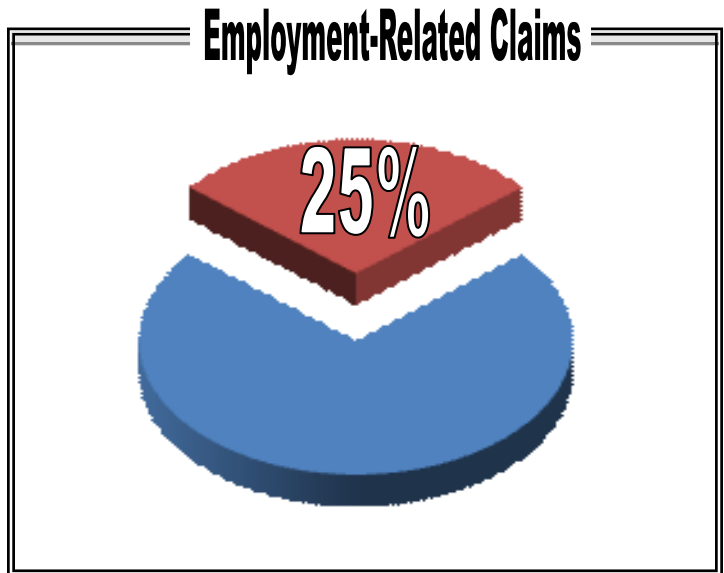
One quarter of all payments made by ICRMP to settle or defend claims are employment related. Termination of an employee is a process that is usually very emotional for all participants and nearly always fraught with liability. No other personnel action results in claims as frequently or as serious as does the process of an involuntary termination.

There are however steps that supervisors and managers can take to lessen the likelihood of liability to the employer. These include:

Do-Know and Follow Your Policy! Are you a “for cause” or “at will” employer? What type of notice is called for? Is the employee entitled to a hearing? If so, who conducts that hearing?

Do-Determine the Status of the Employee! Are they on introductory or probationary status? Regular employees? Appointed, as for city officers or county deputies?

Do-Be Fair! Always allow the employee to tell their side of the story.

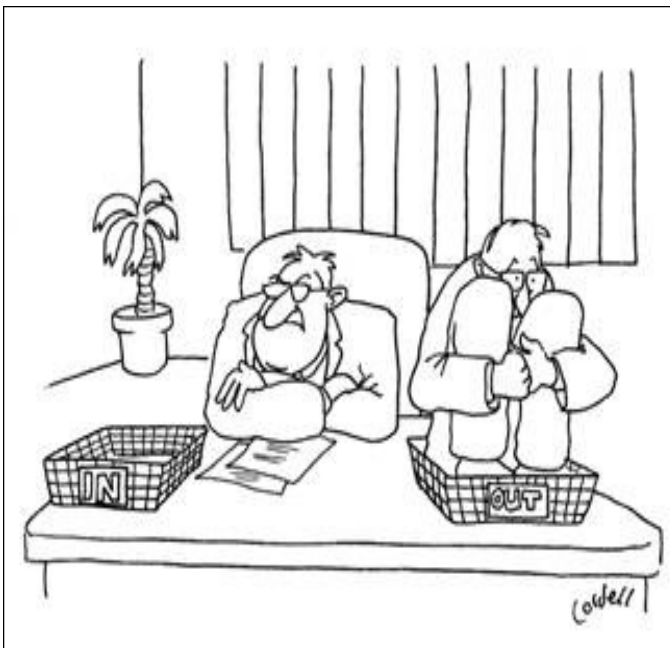


Do-Document! Remember to always document. Make sure that supervisor discussions to correct behavior or improve performance are documented and that the documentation shows that the supervisor has clearly communicated these deficiencies to the employee.

Don't-Act Alone! Consult with others, check your reasons and proposed action with your manager, other managers, or other elected officials as may be appropriate in your entity. Others may be able to see weaknesses in what you propose.

Don't-Take Action Before Consulting Legal Counsel! Seek the advice of your agencies legal counsel before acting.

Do-Call ICRMP! We are available to work with you and your attorney by providing sample forms and suggestions to lessen the likelihood of a viable claim.

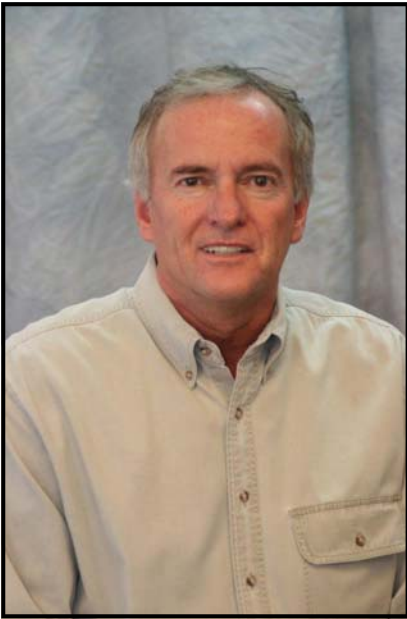


Q&A

We are building a new recreation center, what do we do now?

BEHIND YOUR BOARD:

Craig Rockwood—ICRMP Board of Trustees Region II Representative



Just northeast of Idaho Falls in a small farming community, lives ICRMP board member Craig Rockwood and his wife Joyce. Craig has lived in the city of Iona all of his life, and both Craig and Joyce are life-long Idahoans.

Craig’s support of the ICRMP program dates back to 1991, when cities could first join and be part of the ICRMP pool of members. Craig has been on the ICRMP Board for the past 13 years, and is the Region II Representative. He has also served on the Iona Cemetery Board for the last 30 years. For 25 years he has held the position of Idaho Falls Treasurer as well as serving as a city councilman and mayor for the City of Iona for 20 years.

Craig and Joyce have 3 sons, 4 grandchildren and another on the way. Craig’s appreciation of Idaho’s outdoors is self-evident. During the summer and fall months you’ll find him fly fishing on the South Fork of the Snake River and on Henry’s Lake. In the winter months he hangs up his fly rod to enjoy Idaho’s backcountry from the seat of his snowmobile!

Q&A

Answer: Call your agent! If value is less than \$250,000, ICRMP can insure it. If over, your agent can secure other coverage until the building is completed.

ICRMP BOARD OF TRUSTEES

Jack Buell, *Chairman, District I*; Jerry Nance, *Vice Chairman, District IV*; Don Ebert, *District II*; Marc Shigeta, *District III*; R. Scott Workman, *District V*; Seth Beal, *District VI*; Cleone Jolley, *Member-at-Large*; Brent Bunn, *Sheriff’s Representative*; Garrett Nancolas, *Region I*; and Craig Rockwood, *Region II*