

Association of County Commissions of Alabama Self-Insurance Funds'  
**2015-2016 SAFETY INCENTIVE DISCOUNT PROGRAM**

**APPLICATION**

The members of the Baldwin County Commission hereby verify that they have fully complied with ALL ten (10) requirements of the Association of County Commission of Alabama Self-Insurance Insurance Funds' **2015-2016 Safety Incentive Discount Program** and are postal mailing this "original" required application for consideration to receive the safety incentive discount.

Signed by: \_\_\_\_\_ November 1, 2016  
 County Commission Chairman Date

The current appointed **County Safety Coordinator\*** is: Andrea Roberson  
 Title Personnel Director Email Address arider@baldwincountyal.gov  
 (\*Only one person can serve as the official County Safety Coordinator)

The current appointed **Liability Insurance Contact Person\*** is: Donna Bryars  
 Title Sr. Accountant Email Address dgbryars@baldwincountyal.gov  
 (\*The Liability Insurance Contact Person will receive invoices, renewals and ALL Fund-related information)

The current appointed **Workers Compensation Insurance Contact Person\*** is: Kimberly Creech  
 Title Clerk/Treasurer Email Address kcreech@baldwincountyal.gov  
 (\*The Workers Compensation Insurance Contact Person will receive invoices, renewals and ALL Fund-related information)

**Requirements Checklist:** I, Andrea Roberson, serving as Baldwin County's Safety Coordinator, am verifying by my initials below that ALL ten (10) **2015-2016 SIDP** requirements have been completed and are being maintained in my county; and I am sending via email copies of all required documentation of safety meetings, training certificates, and policies as noted below **before Oct. 31, 2016**.

	(Safety Coordinator initials)	
Requirement 1. Appointed Safety Coordinator & Current County-wide Safety Committee	_____	Doc. required
Completed Safety Coordinator Training	_____	
Completed at least 2 County-wide Safety Committee meetings	_____	Doc. required
Completed at least 4 meetings for each Safety-Sensitive Dept.	_____	Doc. required
Requirement 2. Established and Maintain a Drug/Alcohol Policy	_____	Doc. required
Requirement 3. Conduct Employee Orientations for all Employees	_____	Doc. required
Requirement 4. Established and Maintain a Return-to-Work/Modified Duty Policy	_____	Doc. required
Requirement 5. Implemented and Enforce a Written Seat Belt Policy	_____	Doc. required
Requirement 6. Implemented and Enforce a Written Cell Phone Policy	_____	Doc. required
Requirement 7. Completed Public Officials/Administrative Staff Loss Prevention Training	_____	
Requirement 8. Completed Sheriff's Office Law Enforcement Training:		
A minimum of 2 Correctional Officers attend 3 of 4 AJTA courses	_____	
Requirement 9. Completed Road & Bridge Department Training:		
R&B Safety Director & at least 1 Rd Supervisor attend Rd Super. Train.	_____	
Requirement 10. Cooperated and responded to the Fund's Risk Management Program	_____	Doc. Required

**NOTE:** ALL ten (10) 2015-2016 SIDP requirements must be met and this application and copies of documentation of safety meetings, training, and policies (not already on file with ACCA) must be sent to qualify for the safety incentive discount. Mail original signed application to: ACCA 2015-2016 SIDP, P.O. Box 5040, Montgomery, AL 36103-5040 **before Oct. 31, 2016**. All other documentation should be sent via email to [hvanarcken@alabamacounties.org](mailto:hvanarcken@alabamacounties.org).

