

Legislative, Rules & Government Operations
Self- Insurance Department

AGENDA

August 3, 2023

COMMITTEE MEMBERS: Supervisors Strough, Conover, Frasier, Geraci, Thomas, Driscoll & Wild.
Chair of the Board shall serve as an Ex-Officio member when needed in accordance with the Section C(4) of the Rules of the Board

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
 1. Request: Resolution requested to approve the attached Warren County Permit-Required Confined Space Program.

Rationale: The County's Safety Consultant, Needham Risk Management worked with Warren County DPW to identify County owned spaces that are classified as confined spaces. The program, required by NYS DOL PESH alerts employees and visitors to the areas identified and also establishes procedures for entry into the spaces identified.
- V. Discussion Items:
 1. 2024 Self-Insurance Plan Participant Assessments – per NYS WCL Article 5 Section 67, the share that each participant will pay is filed with the Board of Supervisors and the Treasurer annually.
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

-
- Attachments:
 1. Resolution Request and program for Permit Required Confined Spaces, pages 2-15
 2. 2024 Workers' Compensation Plan Participant Assessments, pages 16-25

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Self-Insurance

DATE: 8/3/23

- (a) Purpose of Request: **Approving Warren County Permit- Required Confined Space Program**
- (b) Details: **Approving the attached policy and procedure**
- (c) Previous Resolution Number: **none**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **n/a**

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Warren County Permit-Required Confined Space Program

Permit-Required Confined Space Program OSHA 29 CFR 1910.146

The Occupational Safety and Health Administration requires that employers evaluate the workplace to determine if any spaces are permit-required confined spaces.

A confined space is defined as:

1. A space large enough and so configured that an employee can bodily enter and perform assigned work, and
2. A space that has limited or restricted means for entry or exit, and
3. A space that is not designed for continuous human occupancy.

A permit-required confined space (PRCS) means a confined space that has one or more of the following characteristics:

1. Contains or has the potential to contain a hazardous atmosphere,
2. Contains a material that has the potential to engulf the entrant,
3. Has an internal configuration such that an entrant could become trapped or asphyxiated or,
4. Contains any other recognized serious safety or health hazard.

On August 6th, 2019, and subsequent dates, evaluations were conducted of the spaces throughout Warren County owned properties to identify permit-required and non-permit-required confined spaces. The evaluation was performed by Ian Cary of Needham Risk Management Resource Group, LLC and the Warren County DPW. The survey results are indicative only of areas inspected.

Human Services Building

Elevator Shaft 1	Permit-Required Confined Space	Mechanical Hazards
Elevator Shaft 2	Permit-Required Confined Space	Mechanical Hazards
Sump Pump Pit	Permit-Required Confined Space	Engulfment Hazard (space is bolted shut)
Air Ducts	Permit-Required Confined Space	Mechanical Hazards

Municipal Center

Elevator Shaft	Permit-Required Confined Space	Mechanical Hazard
Chimney in boiler room	Permit-Required Confined Space	Atmospheric Hazards, oxygen deficient
Water tank in basement near generator	Permit-Required Confined Space	Engulfment hazard, atmospheric hazards
Crawl Spaces throughout basement	Non-Permit Spaces*	This space may become a permit-required confined space if you create a hazard (e.g. welding).

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Warren County Permit-Required Confined Space Program

Sheriff's Building

Lifting station (between municipal building and sheriffs)	Permit-Required Confined Space	Mechanical hazard, atmospheric hazard, oxygen deficient
Grinder pump pit (Muffin Monster) Next to wash bay	Permit-Required Confined Space	Mechanical hazards, Atmospheric hazard, oxygen deficient
Trane Air Handling Units (Mechanical Attic-D)	Permit-Required Confined Space	Mechanical hazard, thermal hazard Can be entered under reclassification
Trane Air Handling Units (Mechanical Attic-L)	Permit-Required Confined Space	Mechanical hazard, thermal hazard Can be entered under reclassification
Dorm - A plumbing chase	Non-Permit Space	Unless you create the hazard
Dorm - B plumbing chase	Non-permit Space	Unless you create the hazard
Grease Interceptor (5 ft x 8 ft long x 5 ft deep) no entry	Permit-Required Confined Space	Mechanical hazard, thermal hazard
Storm Drains and catch basins	Permit-Required Confined Space	Engulfment hazard, atmospheric hazard
Sanitary Sewer portholes	Permit-Required Confined Space	Engulfment hazard, atmospheric hazard

North Creek Shop

Gasoline Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical
Diesel Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Atmospheric hazard, chemical

Airport

Gasoline Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical
Jet Fuel (15,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical
Aviation Gas (15,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical
Diesel Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical

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Warren County Permit-Required Confined Space Program

DPW Office in Warrensburg

Sump Pump Pit under stairs	Not enterable	Engulfment
Sump Pump Pit in storage room	Not enterable	Engulfment
Water Truck Vehicle #91-13	Permit-Required Confined Space	Engulfment
Tank Sprayer Truck #01-02	Permit-Required Confined Space	Engulfment
Crawl Space	Non-permit space	Unless you create the hazard

Old Shop Warrensburg

Gasoline Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Flammable atmosphere, atmospheric hazard, chemical
Diesel Underground Storage Tank (10,000 gal)	Permit-Required Confined Space	Atmospheric hazard, chemical
Multiple Storm Drains and catch basins	Permit-Required Confined Space	Engulfment
Sanitary Sewer Access	Permit-Required Confined Space	Oxygen deficient, atmospheric hazard
Oil Water Separator (currently rusted shut)	Permit-Required Confined Space	Atmospheric hazard, oxygen deficient

Fish Hatchery

Manhole access to septic tank (women's bathroom)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard
Manhole access to septic tank (men's bathroom)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard
Manhole access to septic tank (office)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard

Toney Pit

Salt Brine Tank 1	Permit-Required Confined Space	Engulfment, chemical
Salt Brine Tank 2	Permit-Required Confined Space	Engulfment, chemical
Salt Brine Tank 3	Permit-Required Confined Space	Engulfment, chemical
Salt Brine Tank 4	Permit-Required Confined Space	Engulfment, chemical

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Warren County Permit-Required Confined Space Program

Fairgrounds

Old Septic System	Not enterable	Atmospheric hazards, oxygen deficient
Septic Tank, North (manhole access)	Permit-Required Confined Space	Atmospheric hazards, Oxygen deficient
Septic Tank, South (manhole access)	Permit-Required Confined Space	Atmospheric hazards, Oxygen deficient

South End Shop

Salt Brine Tank 1	Permit-Required Confined Space	Engulfment, chemical
Salt Brine Tank 2	Permit-Required Confined Space	Engulfment, chemical

New Shop Warrensburg

Oil Water Separator	Permit-Required Confined Space	Atmospheric hazards, flammable atmosphere
Boiler 1	Permit-Required Confined Space	Thermal hazard, atmospheric hazard
Boiler 2	Permit-Required Confined Space	Thermal hazard, atmospheric hazard
Boiler 3	Permit-Required Confined Space	Thermal hazard, atmospheric hazard
Air Handler and Air Ducts	Permit-Required Confined Space	Mechanical hazard
Storm Drains	Permit-Required Confined Space	Engulfment hazard when raining

Country-Side Adult Home

New Pump Tank	Permit-Required Confined Space	Atmospheric hazards, oxygen deficient
New Bilge Tank	Permit-Required Confined Space	Atmospheric hazards, oxygen deficient
Grease Trap in kitchen (2 x 3 ft and ~3.5 ft deep)	Not bodily enterable	Atmospheric hazards

Up Yonda Farm

Clivus – Multrum Composting Toilet	Permit-Required Confined Space	Atmospheric hazards, oxygen deficient
Clivus – Multrum Composting Toilet	Permit-Required Confined Space	Atmospheric hazards, oxygen deficient

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Warren County Permit-Required Confined Space Program

Bolton Fuel Farm

Gasoline Underground Storage Tank (2,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard, flammable atmosphere
Diesel Underground Storage Tank (6,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard

Horicon Fuel Farm

Gasoline Underground Storage Tank (8,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard, flammable atmosphere
Diesel Underground Storage Tank (8,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard

Lake Luzerne Transfer Station

Gasoline Underground Storage Tank (8,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard, flammable atmosphere
Diesel Underground Storage Tank (8,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard

Hague Fuel Farm

Gasoline Underground Storage Tank (2,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard, flammable atmosphere
Diesel Underground Storage Tank (6,000 gal)	Permit-Required Confined Space	Atmospheric hazards, chemical hazard

Train Station in Thurman

Effluent Pump Pit	Permit-Required Confined Space	Atmospheric Hazards, oxygen deficient
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North Creek Railroad

Septic Tank (manhole access)	Permit-Required Confined Space	Atmospheric Hazards, oxygen deficient
Septic Tank (manhole access)	Permit-Required Confined Space	Atmospheric Hazards, oxygen deficient

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Warren County Permit-Required Confined Space Program

Warren County will inform exposed employees of the existence and location of Permit-Required Confined Space, or will label each space identified as meeting the criteria of a Permit-Required Confined Space with the following language:

“Danger – Permit-Required Confined Space – Do Not Enter”

Warren County will follow a formal permit system when entering designated Permit-Required Confined Spaces which cannot be entered under the reclassification procedure. To ensure the safety of both employees and contractors, the Warren County will take the following steps:

1. Post signs at Permit-Required Confined Space.
2. Provide exposed employees with training on the hazards associated with permit spaces and indicate which spaces they will not be allowed to enter.
3. Inform contractors that the space they are going to work in is a Permit-Required Confined Space as defined by OSHA 1910.146. Inform the contractor of any known hazards, any experience the employer has had with that space and any protective measures the employer has used when entering the space. A debriefing session must be conducted at the conclusion of the work in the permit space.

It is important to note that all confined spaces do not meet the requirements of a “Permit-Required Confined Space” but, in certain circumstances a non-permit space may become a permit space, for example, if a gas leak has occurred in a crawl space, then this space would have a hazardous atmosphere and be classified as a Permit-Required Confined Space.

Reclassification Procedures

There is a provision within the regulation that allows County employees to enter spaces without a formal Permit-Required Confined Space program under certain circumstances.

1910.146 (c)(7)(i) – states that “if a permit space poses no actual or potential atmospheric hazards and if all hazards within the space are eliminated without entry into the space, the permit space may be reclassified as a non-permit space for as long as the non-atmospheric hazards remain eliminated.”

- If it is necessary to enter the space to eliminate hazards, then this entry must be performed under a formal permit system.
- The employer shall document the basis for determining that all hazards in a permit space have been eliminated, through a certification that contains the date, the location of the space, and the signature of the person making the determination. The certificate shall be made available to each employee entering the space.
- If hazards arise within a permit space that has been reclassified to a non-permit space, each employee in the space shall exit the space immediately. The employer will then reevaluate the space and determine whether the space must be again classified as a Permit-Required Confined Space.

Before employees are allowed to enter a space under the provisions of reclassification, the entry supervisor will complete the reclassification work sheet (Appendix A) and post it near the opening

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Warren County Permit-Required Confined Space Program

of the space. The supervisor will explain the rationale for reclassification to each employee entering the space.

The following areas may be entered under reclassification.

- Air Ducts
- Trane Air Handling Units

Sewer Entry

OSHA 29 CFR 1910.146 Appendix E creates standards for sewer system entry.

Sewer entry differs in three vital respects from other permit entries; first, there rarely exists any way to completely isolate the space (a section of a continuous system) to be entered; second, because isolation is not complete, the atmosphere may suddenly and unpredictably become lethally hazardous (toxic, flammable or explosive) from causes beyond the control of the entrant or employer, and third, experienced sewer workers are especially knowledgeable of entry and work in their permit spaces because of their frequent entries. Unlike other employments where permit space entry is a rare and exceptional event, sewer workers' usual work environment is a permit space.

(1) Adherence to procedure. The employer should designate as entrants only employees who are thoroughly trained in the employer's sewer entry procedures and who demonstrate that they follow these entry procedures exactly as prescribed when performing sewer entries.

(2) Atmospheric monitoring. Entrants should be trained in the use of, and be equipped with, atmospheric monitoring equipment which sounds an audible alarm, in addition to its visual readout, whenever one of the following conditions are encountered: Oxygen concentration less than 19.5 percent; flammable gas or vapor at 10 percent or more of the lower flammable limit (LFL); or hydrogen sulfide or carbon monoxide at or above 10 ppm or 35 ppm, respectively, measured as an 8-hour time-weighted average. Atmospheric monitoring equipment needs to be calibrated according to the manufacturer's instructions. The oxygen sensor/broad range sensor is best suited for initial use in situations where the actual or potential contaminants have not been identified, because broad range sensors, unlike substance-specific sensors, enable employers to obtain an overall reading of the hydrocarbons (flammables) present in the space. However, such sensors only indicate that a hazardous threshold of a class of chemicals has been exceeded. They do not measure the levels of contamination of specific substances. Therefore, substance-specific devices, which measure the actual levels of specific substances, are best suited for use where actual and potential contaminants have been identified. The measurements obtained with substance-specific devices are of vital importance to the employer when decisions are made concerning the measures necessary to protect entrants (such as ventilation or personal protective equipment) and the setting and attainment of appropriate entry conditions. However, the sewer environment may suddenly and unpredictably change, and the substance-specific devices may not detect the potentially lethal atmospheric hazards which may enter the sewer environment.

Although OSHA considers the information and guidance provided above to be appropriate and useful in most sewer entry situations, the Agency emphasizes that each employer must consider the unique circumstances, including the predictability of the atmosphere, of the sewer permit spaces in the employer's workplace in preparing for entry. Only the employer can decide, based upon his or

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her knowledge of, and experience with permit spaces in sewer systems, what the best type of testing instrument may be for any specific entry operation.

The selected testing instrument should be carried and used by the entrant in sewer line work to monitor the atmosphere in the entrant's environment, and in advance of the entrant's direction of movement, to warn the entrant of any deterioration in atmospheric conditions. Where several entrants are working together in the same immediate location, one instrument, used by the lead entrant, is acceptable.

(3) Surge flow and flooding. Sewer crews should develop and maintain liaison, to the extent possible, with the local weather bureau and fire and emergency services in their area so that sewer work may be delayed or interrupted and entrants withdrawn whenever sewer lines might be suddenly flooded by rain or fire suppression activities, or whenever flammable or other hazardous materials are released into sewers during emergencies by industrial or transportation accidents.

(4) Special Equipment. Entry into large bore sewers may require the use of special equipment. Such equipment might include such items as atmosphere monitoring devices with automatic audible alarms, escape self-contained breathing apparatus (ESCBAs) with at least 10 minute air supply (or other NIOSH approved self-rescuer), waterproof flashlights, and may also include boats and rafts, radios and rope stand-offs for pulling around bends and corners as needed.

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Warren County Permit-Required Confined Space Program

Reclassification Permit

Appendix A

1. Permit Space Location _____

2. Job task _____

3. a) Are there any hazardous atmospheres present or potentially present? YES NO

b) Is continuous forced air ventilation needed to maintain acceptable levels? YES NO

c) Record air monitoring test results below:

Substance	Acceptable Level	Readings/Time						
Oxygen	19.5% - 23.5%							
Explosive (Gas/Vapor)	< 10% LEL							
Carbon Monoxide	50 PPM							
Hydrogen Sulfide	10 PPM							

4. Is atmospheric testing equipment calibrated? YES NO
 If Yes, list equipment _____

Note: If hazardous atmospheres are present or ventilation is needed to control levels, then reclassifying the space is not possible. It is necessary to eliminate the atmospheric hazard to reclassify.

5. Is an engulfment hazard present? YES NO
 If Yes, what control measure is used to eliminate the engulfment hazard? _____

6. Is there an entrapment hazard? YES NO
 If Yes, list the steps to be taken to eliminate the hazard _____

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Warren County Permit-Required Confined Space Program

- | | | |
|---|-----|----|
| 7. Have all the hazardous energy sources (including chemical and physical hazards) been eliminated? | YES | NO |
|---|-----|----|

Check isolating methods used to eliminate the hazard(s):

- de-energize equipment
 - locking out electrical circuits and related training provided
 - tagging out electrical circuits and related training provided
 - physically block machinery so it cannot move
 - blank or blinds
 - double block and bleed
 - locking and/or tagging valves
 - disconnecting lines
 - other procedures, be specific _____
-

- | | | |
|--|-----|----|
| 8. Is it necessary to enter the permit space to determine if the hazard has been eliminated? | YES | NO |
|--|-----|----|

If yes, then the entry must be performed in accordance with a Confined Space Entry Permit

- | | | |
|--|-----|----|
| 9. Have all the employees who will enter the declassified space been instructed to immediately evacuate the space if a hazard is detected? | YES | NO |
|--|-----|----|

If No, instruct employees of this safety precaution measure _____

- | | | |
|---|-----|----|
| 10. Has a procedure been instituted to re-evaluate the space and reclassify it back to a permit space if the need arises? | YES | NO |
|---|-----|----|

If No, institute steps to properly re-evaluate the space and prohibit entry and if necessary, reclassify it back to a permit space.

If Yes, describe procedure _____

- | | | |
|--|-----|----|
| 11. Have employees participating in the entry operation had an opportunity to review this safe entry certification form? | YES | NO |
|--|-----|----|

Signature of Certifying Individual

Date

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Permit-Required Confined Space Entry Permit

1. Permit Conditions

Reason for entry:	Entry date: Permit expiration (<i>date and time</i>):
Entrant:	Acceptable entry conditions:
Entrant:	
Entrant:	
Attendant:	
Attendant:	
Description:	Location:
Known and potential hazards:	
Additional required permits (<i>for example hot work, radiological work permit, penetration permit</i>):	

2. Requirements Checklist (*check all that apply*)

Equipment	Personal protective equipment and personal monitors
Non-entry rescue equipment <input type="checkbox"/> Full body harness <input type="checkbox"/> Tripod / hoist <input type="checkbox"/> Lifeline Area security: <input type="checkbox"/> Warning signs <input type="checkbox"/> Barricades <input type="checkbox"/> Ladder <input type="checkbox"/> Fall protection equipment <input type="checkbox"/> Ventilation fan or blower <input type="checkbox"/> Fire extinguisher <input type="checkbox"/> Self-contained breathing apparatus (SCBA) <input type="checkbox"/> Air purifying respirator: specify cartridge type: <input type="checkbox"/> Other:	Gloves: <input type="checkbox"/> Leather <input type="checkbox"/> Impervious <input type="checkbox"/> Chemical resistant <input type="checkbox"/> Other: Face / eye protection: <input type="checkbox"/> Face shield <input type="checkbox"/> Goggles <input type="checkbox"/> Other: <input type="checkbox"/> Footwear <input type="checkbox"/> Coveralls <input type="checkbox"/> Head protection <input type="checkbox"/> Radiation dosimeter(s) <input type="checkbox"/> Pocket ion chamber (PIC) <input type="checkbox"/> Other: <input type="checkbox"/> Other:

Warren County Permit-Required Confined Space Program

3. Pre-entry Checklist

<input type="checkbox"/> Verify adequate confined space training <input type="checkbox"/> Pre-entry briefing on specific hazards and control methods <input type="checkbox"/> Notify subcontractors of permit and hazard conditions <input type="checkbox"/> Non-entry rescue and procedure in place <input type="checkbox"/> Notify affected departments and persons of service interruption <input type="checkbox"/> Lines blocked or broken <input type="checkbox"/> Drain space <input type="checkbox"/> Off-site rescue service notified	Control of hazardous energy: <input type="checkbox"/> Lockout / tagout (LOTO) <input type="checkbox"/> Zero-voltage verification (ZVV) <input type="checkbox"/> Other: Communication: <input type="checkbox"/> Radio <input type="checkbox"/> Rope signals <input type="checkbox"/> Hand signals <input type="checkbox"/> Verbal Lighting: <input type="checkbox"/> Hazardous location rated <input type="checkbox"/> Standard Air flush: <input type="checkbox"/> Preliminary <input type="checkbox"/> Continuous <input type="checkbox"/> Other:
--	---

4. Personnel Entry and Exit Record *(to be completed as needed before and during work)*

	Entrant name:	Attendant name:	Entrant name:	Attendant name:	Entrant name:	Attendant name:
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						
Time in						
Time out						

Notes:

2024 Warren County Self-Insurance Workers' Compensation Assessments						
	Administrative Payroll Base	Administrative VAW	Administrative VFF	Claims Allocation	Year 2024 Total Assessment	Year 2023 Total Assessment
Participant:						
Towns/Village/City:						
Glens Falls	\$ 49,785.05	\$ -	\$ -	\$ 149,280.05	\$ 199,065	\$ 215,569
Bolton	\$ 10,462.12	\$ -	\$ -	\$ 33,741.88	\$ 44,204	\$ 40,480
Chester	\$ 8,509.72	\$ -	\$ -	\$ 20,366.47	\$ 28,876	\$ 27,845
Hague	\$ 4,094.25	\$ -	\$ -	\$ 536.42	\$ 4,631	\$ 6,412
Horicon	\$ 5,499.90	\$ -	\$ -	\$ 16,265.18	\$ 21,765	\$ 20,490
Johnsburg	\$ 6,273.77	\$ -	\$ -	\$ 47,099.22	\$ 53,373	\$ 49,201
Lake George	\$ 13,656.89	\$ -	\$ -	\$ 30,580.12	\$ 44,237	\$ 39,663
Luzerne	\$ 6,712.38	\$ -	\$ -	\$ 14,807.46	\$ 21,520	\$ 18,368
Stony Creek	\$ 3,043.27	\$ -	\$ -	\$ 2,067.08	\$ 5,110	\$ 2,850
Thurman	\$ 3,727.73	\$ -	\$ -	\$ 4,314.96	\$ 8,043	\$ 4,574
Warrensburg	\$ 8,582.90	\$ -	\$ -	\$ 10,302.25	\$ 18,885	\$ 16,436
Village of Lake George	\$ 8,581.41	\$ -	\$ -	\$ 22,997.56	\$ 31,579	\$ 30,989
Other than Towns:						
SUNY Adirondack	\$ 90,521.40	\$ -	\$ -	\$ 36,296.11	\$ 126,818	\$ 130,870
Crandall Library	\$ 11,058.14	\$ -	\$ -	\$ 16,137.40	\$ 27,196	\$ 16,946
LG/LC Regional Planning	\$ 2,496.47	\$ -	\$ -	\$ 1,230.09	\$ 3,727	\$ 3,308
County Departments:						
WC Administrator	\$ 1,615.99	\$ -	\$ -	\$ -	\$ 1,616	\$ 1,638
WC Attorney	\$ 2,573.22	\$ -	\$ -	\$ -	\$ 2,573	\$ 2,138
WC Auditor	\$ 651.96	\$ -	\$ -	\$ -	\$ 652	\$ 589
WC Bd of Elections	\$ 1,631.51	\$ -	\$ -	\$ 7.62	\$ 1,639	\$ 3,652
WC Bldg Codes	\$ 1,970.24	\$ -	\$ -	\$ -	\$ 1,970	\$ 1,846
WC Civil Service	\$ 1,083.09	\$ -	\$ -	\$ -	\$ 1,083	\$ 957
WC Clerk	\$ 4,722.52	\$ -	\$ -	\$ 367.71	\$ 5,090	\$ 4,816
WC Data Processing	\$ 3,444.49	\$ -	\$ -	\$ -	\$ 3,444	\$ 3,524
WC District Attorney	\$ 7,682.09	\$ -	\$ -	\$ 79.91	\$ 7,762	\$ 7,122
WC DPW	\$ 22,037.88	\$ -	\$ -	\$ 57,354.79	\$ 79,393	\$ 86,025
WC DPW - Airport	\$ 1,018.47	\$ -	\$ -	\$ 1.92	\$ 1,020	\$ 825
WC DPW - Bldg & Grounds	\$ 3,719.51	\$ -	\$ -	\$ 16,736.22	\$ 20,456	\$ 17,972
WC DPW - Up Yonda	\$ 782.80	\$ -	\$ -	\$ 1,168.11	\$ 1,951	\$ 1,783
WC E&T	\$ 2,148.93	\$ -	\$ -	\$ 7,006.41	\$ 9,155	\$ 10,889
WC Health Services	\$ 11,272.93	\$ -	\$ -	\$ 23,479.53	\$ 34,752	\$ 35,734
WC Historian	\$ 93.88	\$ -	\$ -	\$ -	\$ 94	\$ 91
WC Human Resources	\$ 880.93	\$ -	\$ -	\$ -	\$ 881	\$ 756
WC Legal Def	\$ 500.87	\$ -	\$ -	\$ -	\$ 501	\$ 438
WC Mail Room	\$ 225.29	\$ -	\$ -	\$ -	\$ 225	\$ 220
WC Mental Health	\$ 2,139.33	\$ -	\$ -	\$ -	\$ 2,139	\$ 1,982
WC OES	\$ 1,390.21	\$ -	\$ -	\$ 9,880.52	\$ 11,271	\$ 10,640
WC OFA	\$ 4,993.30	\$ -	\$ -	\$ 18,772.50	\$ 23,766	\$ 21,238
WC Planning	\$ 2,251.29	\$ -	\$ -	\$ 23.90	\$ 2,275	\$ 2,062
WC Probation	\$ 5,615.63	\$ -	\$ -	\$ 4.87	\$ 5,620	\$ 5,802
WC Public Defender	\$ 6,113.22	\$ -	\$ -	\$ 1,121.28	\$ 7,234	\$ 6,011
WC Purchasing	\$ 1,053.17	\$ -	\$ -	\$ -	\$ 1,053	\$ 988
WC Real Property	\$ 1,521.78	\$ -	\$ -	\$ -	\$ 1,522	\$ 1,375
WC Residential Hall	\$ 6,005.44	\$ -	\$ -	\$ 20,297.71	\$ 26,303	\$ 23,688
WC Self-Insurance	\$ 1,087.80	\$ -	\$ -	\$ 895.38	\$ 1,983	\$ 1,834
WC Sheriff's Dept	\$ 51,942.76	\$ -	\$ -	\$ 78,025.21	\$ 129,968	\$ 123,772
WC Sheriff's Dept - Jail	\$ 34,474.15	\$ -	\$ -	\$ 145,555.01	\$ 180,029	\$ 160,222
WC Social Services	\$ 35,989.34	\$ -	\$ -	\$ 3,250.44	\$ 39,240	\$ 34,533
WC Soil & Water	\$ 1,984.47	\$ -	\$ -	\$ -	\$ 1,984	\$ 1,799
WC Supervisors	\$ 3,997.49	\$ -	\$ -	\$ 260.16	\$ 4,258	\$ 4,199
WC Tourism	\$ 2,388.71	\$ -	\$ -	\$ 126.03	\$ 2,515	\$ 2,310
WC Traffic Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60
WC Treasurer	\$ 4,375.98	\$ -	\$ -	\$ -	\$ 4,376	\$ 3,915
WC Veterans	\$ 791.16	\$ -	\$ -	\$ -	\$ 791	\$ 5,043
WC WIC	\$ 1,680.72	\$ -	\$ -	\$ 169.90	\$ 1,851	\$ 1,643
WC Wts and Meas	\$ 358.42	\$ -	\$ -	\$ -	\$ 358	\$ 477
Westmount	\$ -	\$ -	\$ -	\$ 24,503.40	\$ 24,503	\$ 34,595

2024 Warren County Self-Insurance Workers' Compensation Assessments						
	Administrative Payroll Base	Administrative VAW	Administrative VFF	Claims Allocation	Year 2024 Total Assessment	Year 2023 Total Assessment
Participant:						
Volunteers:						
Bakers Mills FD	\$ -	\$ -	\$ 666.16	\$ -	\$ 666	\$ 632
Bolton ER	\$ 1,791.12	\$ 3,619.60	\$ -	\$ 342.51	\$ 5,753	\$ 5,578
Bolton FD	\$ 105.52	\$ -	\$ 6,328.49	\$ -	\$ 6,434	\$ 6,852
Chester FD	\$ -	\$ -	\$ 4,954.54	\$ 3,201.77	\$ 8,156	\$ 7,349
Garnet Lake FD	\$ -	\$ -	\$ 249.81	\$ 466.93	\$ 717	\$ 723
Hague ER	\$ -	\$ 958.13	\$ -	\$ 142.22	\$ 1,100	\$ 1,005
Hague FD	\$ -	\$ -	\$ 6,536.66	\$ 249.14	\$ 6,786	\$ 6,296
Horicon FD	\$ -	\$ -	\$ 3,205.88	\$ 7,896.67	\$ 11,103	\$ 12,239
Johnsburg ER	\$ 1,984.75	\$ 5,961.69	\$ -	\$ 16,804.48	\$ 24,751	\$ 24,674
Johnsburg FD	\$ -	\$ -	\$ 1,040.87	\$ -	\$ 1,041	\$ 969
Lake George ER	\$ -	\$ 8,011.02	\$ -	\$ -	\$ 8,011	\$ 10,526
Lake George FD	\$ -	\$ -	\$ 14,114.19	\$ 11,008.63	\$ 25,123	\$ 23,755
Luzerne ER	\$ 2,326.68	\$ -	\$ -	\$ 12,459.01	\$ 14,786	\$ 15,292
Luzerne FD	\$ 73.86	\$ -	\$ 9,451.10	\$ 2,160.69	\$ 11,686	\$ 12,357
North Creek FD	\$ 14.77	\$ -	\$ 3,122.61	\$ 1,206.54	\$ 4,344	\$ 4,539
North River FD	\$ -	\$ -	\$ 582.89	\$ -	\$ 583	\$ 758
North Warren ER	\$ 3,033.57	\$ 5,739.90	\$ -	\$ 4,727.23	\$ 13,501	\$ 11,551
Pottersville FD	\$ -	\$ -	\$ 2,664.63	\$ 23.34	\$ 2,688	\$ 2,398
Riverside FD	\$ -	\$ -	\$ 832.70	\$ -	\$ 833	\$ 674
Stony Creek ER	\$ -	\$ 727.47	\$ -	\$ -	\$ 727	\$ 856
Stony Creek FD	\$ -	\$ -	\$ 1,373.95	\$ 32.67	\$ 1,407	\$ 1,294
Thurman FD	\$ -	\$ -	\$ 1,373.95	\$ -	\$ 1,374	\$ 1,479
Warrensburg ER	\$ 2,076.17	\$ 16,181.72	\$ -	\$ 3,407.18	\$ 21,665	\$ 17,873
Warrensburg FD	\$ -	\$ -	\$ 8,243.69	\$ 3,606.81	\$ 11,850	\$ 15,581
Total:	\$ 482,622.81	\$ 41,199.51	\$ 64,742.08	\$ 882,846.60	\$ 1,471,411	\$ 1,438,456
	\$ 482,622.81	\$ 41,199.51	\$ 64,742.08	\$ 882,846.60	\$ 1,471,411	\$ 1,438,456
Admin total:	\$ 588,564.40					
6/22/23ac						
			County Total:		\$ 645,315	\$ 627,404
			Volunteer total:		\$ 185,084	\$ 185,252

2024 Warren County Self-Insurance Workers' Compensation Assessments			
Payroll Based Portion of Assessment:			
2022 Administrative Expenses			\$588,564.40
Less VFF Base			\$ (64,742.08)
Less VAW Base			\$ (41,199.51)
Total allocated based on payroll:			\$ 482,622.81
			Payroll Based
	2022 Gross Payroll	Payroll Factor	Allocation
Participant:			
Towns/Village/City:			
Glens Falls	\$ 9,436,532	0.10315520	\$49,785.05
Bolton	\$ 1,983,047	0.02167763	\$10,462.12
Chester	\$ 1,612,979	0.01763223	\$8,509.72
Hague	\$ 776,046	0.00848333	\$4,094.25
Horicon	\$ 1,042,482	0.01139586	\$5,499.90
Johnsburg	\$ 1,189,166	0.01299933	\$6,273.77
Lake George	\$ 2,588,603	0.02829724	\$13,656.89
Luzerne	\$ 1,272,301	0.01390812	\$6,712.38
Stony Creek	\$ 576,839	0.00630569	\$3,043.27
Thurman	\$ 706,575	0.00772391	\$3,727.73
Warrensburg	\$ 1,626,850	0.01778387	\$8,582.90
Village of Lake George	\$ 1,626,568	0.01778078	\$8,581.41
Other than Towns:			
SUNY Adirondack	\$ 17,157,923	0.18756137	\$90,521.40
Crandall Library	\$ 2,096,021	0.02291259	\$11,058.14
LG/LC Regional Planning	\$ 473,194	0.00517271	\$2,496.47
County Departments:			
WC Administrator	\$ 306,303	0.00334834	\$1,615.99
WC Attorney	\$ 487,742	0.00533173	\$2,573.22
WC Auditor	\$ 123,577	0.00135088	\$651.96
WC Bd of Elections	\$ 309,244	0.00338050	\$1,631.51
WC Bldg Codes	\$ 373,450	0.00408236	\$1,970.24
WC Civil Service	\$ 205,295	0.00224418	\$1,083.09
WC Clerk & Pub Records	\$ 895,133	0.00978512	\$4,722.52
WC Data Processing	\$ 652,888	0.00713703	\$3,444.49
WC District Attorney	\$ 1,456,105	0.01591737	\$7,682.09
WC DPW	\$ 4,177,181	0.04566274	\$22,037.88
WC DPW - Airport	\$ 193,047	0.00211028	\$1,018.47
WC DPW - Bldg & Grounds	\$ 705,016	0.00770686	\$3,719.51
WC DPW - Up Yonda	\$ 148,377	0.00162198	\$782.80
WC E&T	\$ 407,320	0.00445261	\$2,148.93
WC Health Services	\$ 2,136,734	0.02335765	\$11,272.93
WC Historian	\$ 17,794	0.00019452	\$93.88
WC Human Resources	\$ 166,976	0.00182529	\$880.93
WC Legal Def	\$ 94,938	0.00103781	\$500.87
WC Mail Room	\$ 42,703	0.00046681	\$225.29
WC Mental Health	\$ 405,500	0.00443271	\$2,139.33
WC OES, EMS, CD & Fire Prev	\$ 263,508	0.00288053	\$1,390.21
WC OFA	\$ 946,458	0.01034618	\$4,993.30
WC Planning	\$ 426,723	0.00466471	\$2,251.29
WC Probation	\$ 1,064,417	0.01163564	\$5,615.63
WC Public Defender	\$ 1,158,733	0.01266666	\$6,113.22

	2022 Gross Payroll	Payroll Factor	Allocation
Participant:			
WC Purchasing	\$ 199,624	0.00218219	\$1,053.17
WC Real Property	\$ 288,447	0.00315316	\$1,521.78
WC Residential Hall	\$ 1,138,304	0.01244334	\$6,005.44
WC Self-Insurance	\$ 206,188	0.00225394	\$1,087.80
WC Sheriff's Dept	\$ 9,845,516	0.10762599	\$51,942.76
WC Sheriff's Dept - Jail	\$ 6,534,421	0.07143084	\$34,474.15
WC Social Services	\$ 6,821,616	0.07457032	\$35,989.34
WC Soil & Water	\$ 376,147	0.00411184	\$1,984.47
WC Supervisors (&Coroner)	\$ 757,705	0.00828284	\$3,997.49
WC Tourism	\$ 452,770	0.00494944	\$2,388.71
WC Traffic Safety	\$ -	0.00000000	\$0.00
WC Treasurer	\$ 829,447	0.00906707	\$4,375.98
WC Veterans	\$ 149,961	0.00163930	\$791.16
WC WIC	\$ 318,573	0.00348247	\$1,680.72
WC Wts and Meas	\$ 67,937	0.00074265	\$358.42
Westmount	\$ -	0.00000000	\$0.00
Volunteers:			
Bakers Mills FD	\$ -	0.00000000	\$0.00
Bolton ER	\$ 339,498	0.00371121	\$1,791.12
Bolton FD	\$ 20,000	0.00021863	\$105.52
Chester FD	\$ -	0.00000000	\$0.00
Garnet Lake FD	\$ -	0.00000000	\$0.00
Hague ER	\$ -	0.00000000	\$0.00
Hague FD	\$ -	0.00000000	\$0.00
Horicon FD	\$ -	0.00000000	\$0.00
Johnsburg ER	\$ 376,200	0.00411242	\$1,984.75
Johnsburg FD	\$ -	0.00000000	\$0.00
Lake George ER	\$ -	0.00000000	\$0.00
Lake George FD	\$ -	0.00000000	\$0.00
Luzerne ER	\$ 441,012	0.00482091	\$2,326.68
Luzerne FD	\$ 14,000	0.00015304	\$73.86
North Creek FD	\$ 2,800	0.00003061	\$14.77
North River FD	\$ -	0.00000000	\$0.00
North Warren ER	\$ 575,000	0.00628560	\$3,033.57
Pottersville FD	\$ -	0.00000000	\$0.00
Riverside FD	\$ -	0.00000000	\$0.00
Stony Creek ER	\$ -	0.00000000	\$0.00
Stony Creek FD	\$ -	0.00000000	\$0.00
Thurman ER	\$ -	0.00000000	\$0.00
Thurman FD	\$ -	0.00000000	\$0.00
Warrensburg ER	\$ 393,529	0.00430185	\$2,076.17
Warrensburg FD	\$ -	0.00000000	\$0.00
Total:	\$ 91,478,979	1.00000000	482,622.81
	\$ 91,478,979		
6/22/23ac			
note: traffic safety assumed by Sheriff during 2020.			

2024 Warren County Self-Insurance Workers' Compensation Assessments		
Volunteer Fire Departments		
Total Admin Base		\$588,564.40
VFF 11%	\$	64,742.08
Participant:	2022 Runs made	Admin Base
Bakers Mills FD	16	\$ 666.16
Bolton FD	152	\$ 6,328.49
Chester FD	119	\$ 4,954.54
Garnet Lake FD	6	\$ 249.81
Hague FD	157	\$ 6,536.66
Horicon FD	77	\$ 3,205.88
Johnsburg FD	25	\$ 1,040.87
Lake George FD	339	\$ 14,114.19
Luzerne FD	227	\$ 9,451.10
North Creek FD	75	\$ 3,122.61
North River FD	14	\$ 582.89
Pottersville FD	64	\$ 2,664.63
Riverside FD	20	\$ 832.70
Stony Creek FD	33	\$ 1,373.95
Thurman FD	33	\$ 1,373.95
Warrensburg FD	198	\$ 8,243.69
TOTAL:	1555	\$ 64,742.08
6/22/23ac		

2024 Warren County Self-Insurance Workers' Compensation Assessments

Claims Based Portion of Assessment:			
Claims cap at \$50,000 per claim per the 8 years experience period			
2024 Total Revenue (Budget)			\$ 1,471,411
Less VFF Base			\$ (64,742.08)
Less VAW Base			\$ (41,199.51)
Less P/R Base			\$ (482,622.81)
Claims Base Total:			\$ 882,846.60
	1/1/2015-12/31/2022		Claims Based
Participant:	Total Claims	Experience Factor	Allocation
Towns/Village/City:			
Glens Falls	\$ 755,425.91	0.169089450	\$ 149,280.05
Bolton	\$ 170,749.50	0.038219419	\$ 33,741.88
Chester	\$ 103,063.71	0.023069087	\$ 20,366.47
Hague	\$ 2,714.54	0.000607604	\$ 536.42
Horicon	\$ 82,309.30	0.018423560	\$ 16,265.18
Johnsburg	\$ 238,343.77	0.053349265	\$ 47,099.22
Lake George	\$ 154,749.51	0.034638089	\$ 30,580.12
Luzerne	\$ 74,932.59	0.016772407	\$ 14,807.46
Stony Creek	\$ 10,460.40	0.002341386	\$ 2,067.08
Thurman	\$ 21,835.69	0.004887554	\$ 4,314.96
Warrensburg	\$ 52,134.13	0.011669353	\$ 10,302.25
Village of Lake George	\$ 116,378.24	0.026049322	\$ 22,997.56
Other than Towns:			
SUNY Adirondack	\$ 183,675.05	0.041112587	\$ 36,296.11
Crandall Library	\$ 81,662.67	0.018278822	\$ 16,137.40
LG/LC Regional Planning	\$ 6,224.82	0.001393322	\$ 1,230.09
County Departments:			
WC Administrator	\$ -	0.000000000	\$ -
WC Attorney	\$ -	0.000000000	\$ -
WC Auditor	\$ -	0.000000000	\$ -
WC Bd of Elections	\$ 38.57	0.000008633	\$ 7.62
WC Bldg Codes	\$ -	0.000000000	\$ -
WC Civil Service	\$ -	0.000000000	\$ -
WC Clerk	\$ 1,860.78	0.000416504	\$ 367.71
WC Data Processing	\$ -	0.000000000	\$ -
WC District Attorney	\$ 404.36	0.000090509	\$ 79.91
WC DPW	\$ 290,241.68	0.064965744	\$ 57,354.79
WC DPW - Airport	\$ 9.73	0.000002178	\$ 1.92
WC DPW - Bldg & Grounds	\$ 84,692.97	0.018957104	\$ 16,736.22
WC DPW - Up Yonda	\$ 5,911.19	0.001323121	\$ 1,168.11
WC E&T	\$ 35,455.68	0.007936161	\$ 7,006.41
WC Health Services	\$ 118,817.28	0.026595260	\$ 23,479.53
WC Historian	\$ -	0.000000000	\$ -
WC Human Resources	\$ -	0.000000000	\$ -
WC Legal Def		0.000000000	\$ -
WC Mail Room		0.000000000	\$ -
WC Mental Health		0.000000000	\$ -
WC OES	\$ 50,000.00	0.011191663	\$ 9,880.52
WC OFA	\$ 94,997.52	0.021263605	\$ 18,772.50
WC Planning	\$ 120.93	0.000027068	\$ 23.90
WC Probation	\$ 24.66	0.000005520	\$ 4.87

	1/1/2015-12/31/2022		Claims Based
Participant:	Total Claims	Experience Factor	Allocation
WC Public Defender	\$ 5,674.19	0.001270072	\$ 1,121.28
WC Purchasing	\$ -	0.000000000	\$ -
WC Real Property	\$ -	0.000000000	\$ -
WC Residential Hall	\$ 102,715.76	0.022991204	\$ 20,297.71
WC Self-Insurance	\$ 4,531.06	0.001014202	\$ 895.38
WC Sheriff's Dept	\$ 394,843.58	0.088379129	\$ 78,025.21
WC Sheriff's Dept - Jail	\$ 736,575.53	0.164870108	\$ 145,555.01
WC Social Services	\$ 16,448.72	0.003681771	\$ 3,250.44
WC Soil & Water	\$ -	0.000000000	\$ -
WC Supervisors	\$ 1,316.53	0.000294683	\$ 260.16
WC Tourism	\$ 637.78	0.000142756	\$ 126.03
WC Traffic Safety	\$ -	0.000000000	\$ -
WC Treasurer	\$ -	0.000000000	\$ -
WC Veterans	\$ -	0.000000000	\$ -
WC WIC	\$ 859.76	0.000192443	\$ 169.90
WC Wts and Meas	\$ -	0.000000000	\$ -
Westmount	\$ 123,998.52	0.027754994	\$ 24,503.40
Volunteers:			
Bakers Mills FD		0.000000000	\$ -
Bolton ER	\$ 1,733.24	0.000387957	\$ 342.51
Bolton FD	\$ -	0.000000000	\$ -
Chester FD	\$ 16,202.45	0.003626647	\$ 3,201.77
Garnet Lake FD	\$ 2,362.89	0.000528893	\$ 466.93
Hague ER	\$ 719.71	0.000161095	\$ 142.22
Hague FD	\$ 1,260.77	0.000282202	\$ 249.14
Horicon FD	\$ 39,960.80	0.008944556	\$ 7,896.67
Johnsburg ER	\$ 85,038.43	0.019034430	\$ 16,804.48
Johnsburg FD	\$ -	0.000000000	\$ -
Lake George ER	\$ -	0.000000000	\$ -
Lake George FD	\$ 55,708.76	0.012469474	\$ 11,008.63
Luzerne ER	\$ 63,048.33	0.014112314	\$ 12,459.01
Luzerne FD	\$ 10,934.11	0.002447418	\$ 2,160.69
North Creek FD	\$ 6,105.65	0.001366648	\$ 1,206.54
North River FD	\$ -	0.000000000	\$ -
North Warren ER	\$ 23,921.96	0.005354530	\$ 4,727.23
Pottersville FD	\$ 118.09	0.000026432	\$ 23.34
Riverside FD	\$ -	0.000000000	\$ -
Stony Creek ER	\$ -	0.000000000	\$ -
Stony Creek FD	\$ 165.31	0.000037002	\$ 32.67
Thurman FD	\$ -	0.000000000	\$ -
Warrensburg ER*	\$ 17,241.91	0.003859313	\$ 3,407.18
Warrensburg FD	\$ 18,252.11	0.004085429	\$ 3,606.81
Totals	\$ 4,467,611.13	1.000000000	\$ 882,846.60
			\$882,846.60
Total Claims 8 years	\$ 4,452,137.06		
plus WEMS w/prior carrier	\$ 15,474.07	2015-2021	
Total claims for allocation	\$ 4,467,611.13		
6/22/23ac			

Assessment Formula:

(8 years claims experience w/ \$50k cap)

Administrative Base will be total prior year non-claim costs, not to exceed 40% of the revenue:

*Volunteer Ambulance squads (for volunteers) will be charged 7% of the administrative cost allocated by number of runs during the last full year.

*Volunteer Fire Departments (for volunteers) will be charged 11% of the administrative cost allocated by number of runs during the last full year.

*All Participants with payroll will share the balance of the Administrative costs based upon gross payroll for the last whole year

Claims Base:

The balance of the revenue needed for the next budget year will be based upon actual Claims paid for the 8 years prior to January 1st of each year. Each individual claim with a total paid for the 8 years exceeding \$50,000 will be charged \$50,000.

Revenue = claims base + admin base

Admin base = p/r base + VF base + VAW base

p/r base = non claim admin costs - VF base - VAW base