

Automobile 2024 Rewards (Maximum Credit 3%)

Maximum Credit

% Earned % Available Activity Description

% **Automobile 2024 Rewards (Maximum Credit 3%)**

% **MIIA Training**
Attend a MIIA auto related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% MIIA Online Learning - LocalGovU, Safety National .25% per eligible training topic - 2% max Employees take an online auto course related to their job responsibilities.

% Participate in one of the following MIIA Driver Training Programs - 3% max. Please note due to demand simulator training can only be offered to members every other year.

- DPW Simulator (75% Dept.) - 1%
- Fire Simulator (75% Dept.) - 1%
- Onsite Fire Driver Training (75% Dept.) - 1%
- Police EVOG - .5% per person - 3% max.
- Police Simulator (75% Dept.) - 1%
- Police/Fire combo total (75% Dept.) - 1%
- Snowplow Operator/Simulator Training (50% Dept.) - 1%
- Van Driver(s) EE (100% participation) - 1%

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - Less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Back up Training
- Defensive Driver Training
- Police Defensive Driver Training- EVOG
- Police Pursuit
- Snow Plow Operator

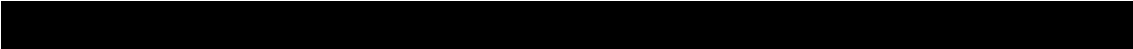
% **Member Activities (see below)**

% Implement a pre-trip/shift inspection program to include toolbox talks, training and policy creation. .5% per department - 1.5% max.

- DPW
- Fire
- Police

% Implement a new, significantly revised or recently reviewed comprehensive backup policy. (need proof of distribution) .5% per department - 2% max. * (AUTO Member Activities)

* Resource available on MIIA website with login
** Resource available on DLS website



Automobile 2024 Rewards (Maximum Credit 3%)

**Maximum
Credit**

% Earned % Available Activity Description

<input type="text" value=""/> %	<input type="text" value="2%"/>	Implement an Annual Motor Vehicle Records Check Policy - Must provide documentation either employee consent form or invoice. - 2% max. <ul style="list-style-type: none"> <input type="checkbox"/> Administrative <input type="checkbox"/> Building <input type="checkbox"/> COA <input type="checkbox"/> Conservation <input type="checkbox"/> DPW <input type="checkbox"/> Facilities <input type="checkbox"/> Parks & Recreation <input type="checkbox"/> Police <input type="checkbox"/> School
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* Resource available on MIIA website with login
 ** Resource available on DLS website

General Liability 2024 Rewards (Maximum Credit 4%)

Maximum Credit

% Earned % Available Activity Description

% **General Liability 2024 Rewards (Maximum Credit 4%)**

% **MIIA Training**
Attend a MIIA general liability related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% MIIA Online Learning - Zywave, LocalGovU, MIIACyberNet (MIIA designated topics).25.% per eligible training topic - 2% max. Employees take an online General Liability/Cyber related course - 2% max

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2-5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Cyber Security Training- incident response, phishing, malware, breaches, passwords, ransomware, business email compromise etc.
- EOTSS 2023 Municipal Cyber Security Training Grant - EOTSS will provide list of municipalities who participated at eligible percentage level.
- Sewer/Water System Maintenance
- Work Zone Safety

% **Member Activities (see below)**

% Develop a Cyber Incident Response Plan (resources available through MassCyberCenter) **It is critical that plan includes provision that any potential incident is reported immediately to MIIA creating the ability to deploy critical breach response resources. Must include documentation of tabletop exercise with designated response team and clearly defined roles.** - 3% max. * (GENERAL LIABILITY Member Activities)

% Sewer Program System Preventative Maintenance Program = .5% per activity - 1.5% max. * (GENERAL LIABILITY Member Activities)

- Camera-Video log (TV Inspection Summary) or Report = .5%. (Must include copy of video inspection) # (GENERAL LIABILITY Member
- Perform vacuum Line Maintenance (must provide copy of report) .5%
- Use chemical solvent or organic alternative in high grease areas. (must provide documentation). .5%

* Resource available on MIIA website with login

** Resource available on DLS website

Law Enforcement Liability 2024 Rewards (Maximum Credit of 7%)

Maximum Credit

% Earned % Available Activity Description

% **Law Enforcement Liability 2024 Rewards (Maximum Credit of 7%)**

% **MIIA Training**
Attend a MIIA law enforcement related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% MIIA Online Learning - LocalGovU (MIIA designated topics)= .25% per eligible training topic - 2% max. Employees take an online Law Enforcement Liability course related to their job responsibilities.

% **EAP Training**
Attend member requested EAP training or regional member webinar that is labeled MIIA Rewards eligible on the MIIA calendar. Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Conducting Internal Discrimination Investigations
- Diversity, Inclusion, Equity, & Bias
- Duty to Intervene
- First Amendment
- Legal Updates
- Managing Reasonable Accommodations in the Workplace
- Preventing Workplace Discrimination / Harassment
- Use of Force

% **Member Activities (see below)**

% Policy implementation (5/21/23 - 5/20/24) = 1% per policy - 3% max.
Implement a new or significantly revised policy or recently reviewed policy (need proof of distribution) **Only on the topics below:** * (Law Enforcement Liability Member Activities)

- Diversity, Inclusion, Equity, and Bias
- Non Discriminatory Harassment Prevention
- Pursuit
- Use of Force (De- escalation)

* Resource available on MIIA website with login

** Resource available on DLS website

Property 2024 Rewards (Maximum credit 4%)

Maximum Credit

% Earned % Available Activity Description

% **Property 2024 Rewards (Maximum credit 4%)**

% **MIIA Training**
Attend a MIIA property related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Asbestos/Lead Awareness
- Capital Planning
- HVAC/Boiler Maintenance
- MFAA (Massachusetts Facilities Administrators Association) custodial training (MIIA designated)
- NFPA training
- Roof Inspection Repair & Maintenance

% **Member Activities (See Below)**

% Prospective capital budget with line specific detail of facilities maintenance and upgrades - 2% max.

% Implement a Mechanical Failure Prevention Program - Water Damage - 1% per department 2% max. *
(PROPERTY Member Activities)

- School
- Town

% Implement a Thermography Fall Self Inspection Program - (Sept - Dec 15th) Thermography Self-Inspection Checklist, Thermography Self- Inspection Summary Form, Thermography Self-Inspection Corrective Action Summary Form = .25% per building - 2% max. **Please include either digital photos or images from thermography cameras to include date stamps if possible** * (PROPERTY Member Activities)

- DPW
- Fire
- Library
- Police
- School
- Senior Center
- Town Hall

* Resource available on MIIA website with login

** Resource available on DLS website

Property 2024 Rewards (Maximum credit 4%)

Maximum Credit

% Earned % Available Activity Description

% Develop and implement an effective written storm protocol that deals with pre-storm, during and post storm activities. Must provide a copy of written protocol of implementation including override of setbacks, procedure and log) = .25% per location - 2% max.

- Library
- School
- Town

% Implement a Unit Ventilator Maintenance Program = 1% per 15 units inspected **(requires checklist completion and must be submitted by December 31st)** - 3% max. * (PROPERTY Member Activities)

% Develop and implement an effective Roof Inspection Program - Submit MIIA Roof Inspection Summary Form, Roof Self-Inspection Checklist, and Roof Self-Inspection Corrective Action Summary Form or equivalent forms from your preventative maintenance system - .25% per building - 2% max. **Please include either digital photos or images from thermography cameras to include date stamps if possible.** * (PROPERTY Member Activities)

- DPW
- Fire
- Library
- Other
- Police
- School
- Senior Center
- Town Hall

% Implement a Professional Roof Inspection Program (must include maintenance repair or replacement action plan) Documentation required - 2% max.

% Retain a professional roof inspector to conduct an onsite inspection with thermographic imaging of conditions with recommendations and subsequent report (must include maintenance repair or replacement action plan) Documentation required - 2% max.

% Building Envelope- Secure the services of a building envelope inspector to conduct a heat imaging (thermographic) inspection of entire building envelope with final report and findings. .5% per building inspection. - 2% max.

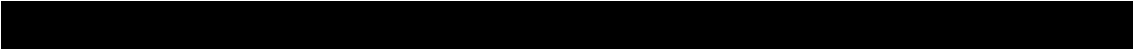
% Implement a Pipe Freeze up Prevention Program-= .25% per month per building. - Requires inspection checklists - 1% max. * (PROPERTY Member Activities)

% Implement a sprinkler system maintenance and freeze-up prevention program to include inspection to ensure proper pipe sloping and drainage of low point drains. - 1% max * (PROPERTY Member Activities)

% **Initial** implementation of a facilities software maintenance program - 1% max. (documentation of usage required)

* Resource available on MIIA website with login

** Resource available on DLS website



Property 2024 Rewards (Maximum credit 4%)

Maximum Credit

% Earned	% Available	Activity Description
<input type="text"/>	1%	Develop and implement an effective school vacation and holiday/weekend activity plan to ensure adequate heating. Must show proof of implementation including override of setbacks, procedure, and log) .25% per location - 1% max. * (PROPERTY Member Activities)
<input type="text"/>	2%	Develop and implement vandalism and malicious mischief protection procedures for activities outside business or school hours for all municipal buildings. - 2% max.
<input type="text"/>	2%	Toolbox talks on one or more of the following topics (credit per topic) .5% per talk - 2% max. <ul style="list-style-type: none"> <input type="checkbox"/> Boiler maintenance valve exercising <input type="checkbox"/> Plumbing maintenance <input type="checkbox"/> Preparation for severe storm protocols <input type="checkbox"/> Sprinkler sloping and low point drain maintenance of dry sprinkler systems. <input type="checkbox"/> Thermography inspection for insulation gaps <input type="checkbox"/> Univent maintenance
<input type="text"/>	1%	Risk Management Meeting/Safety Meetings = .25% per meeting - 1% max. (Only if no MIIA Workers Compensation Coverage)

* Resource available on MIIA website with login
 ** Resource available on DLS website

Public Officials Liability 2024 Rewards (Maximum Credit of 7%)

Maximum Credit

% Earned % Available Activity Description

% **Public Officials Liability 2024 Rewards (Maximum Credit of 7%)**

% **MIIA Training**
Attend a MIIA public officials related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% MIIA Online Learning - Zywave, LocalGovU, (MIIA designated topics) .25% per eligible training topic - 2% max.
Employees take a Public Officials Liability related training course **related to job responsibilities** approved for MIIA Rewards credit.

% **EAP Training**
Attend member requested EAP training or regional member webinar that is labeled MIIA Rewards eligible on the MIIA calendar. Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Conducting Internal Discrimination Investigations
- De-escalation
- Diversity, Inclusion, Equity and Bias
- First Amendment
- Labor Law Update
- Managing Reasonable Accommodations in the Workplace
- Open Meeting
- Preventing Workplace Discrimination / Harassment
- Public Records Compliance
- Zoning

% **Member Activities (see below)**

% Policy implementation (5/21/23 - 5/20/24) = 1% per policy - 3% max.
Implement a new or significantly revised policy or recently reviewed comprehensive policy (need proof of distribution) **Only on the topics below:** * (PUBLIC OFFICIALS Member Activities)

- Anti Discriminatory Harassment Prevention
- Code of Conduct
- De- escalation
- Diversity, Inclusion, Equity & Bias
- Workplace Violence/De-Escalation

* Resource available on MIIA website with login

** Resource available on DLS website

School Board Liability 2024 Rewards (Maximum Credit of 7%)

Maximum
Credit

% Earned % Available Activity Description

% **School Board Liability 2024 Rewards (Maximum Credit of 7%)**

% **MIIA Training**
Attend a MIIA school board related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% **MIIA Online Learning - Zywave, LocalGovU = (MIIA designated topics) .25% per eligible training topic - 2% max.**
Employees take a School Board Liability related training course **related to job responsibilities** approved for MIIA Rewards credit.

% **EAP Training**
Attend member requested EAP training or regional member webinar that is labeled MIIA Rewards eligible on the MIIA calendar. Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max..

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Bullying
- Conducting Internal Discrimination Investigations
- De-escalation
- Diversity, Inclusion, Equity, & Bias
- First Amendment
- Managing Reasonable Accommodations in the Workplace
- Open Meeting
- Preventing Workplace Discrimination / Harassment
- Sexual Abuse Prevention
- Title IX Training

% **Member Activities (see below)**

% Policy implementation (5/21/23 - 5/20/24) = .1% per policy - 3% max.
Implement a new or significantly revised policy or recently reviewed policy (need proof of distribution) **Only on the topics below:** * (SCHOOL BOARD LIABILITY Member Activities)

- Anti Discriminatory and Harassment
- Code of Conduct
- De- escalation
- Diversity, Inclusion, Equity & Bias
- Workplace Violence

* Resource available on MIIA website with login

** Resource available on DLS website

Workers' Compensation 2024 Rewards (Maximum Credit 3%)

Maximum Credit

% Earned % Available Activity Description

% **Workers' Compensation 2024 Rewards (Maximum Credit 3%)**

% **MIIA Training**
Attend a MIIA workers compensation related training including onsite and webinars - Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

% MIIA Online Learning - LocalGovU, Safety National, Zywave (MIIA designated topics) = .25% per eligible training topic - 2% max. Employees take an online Workers Compensation course related to their job responsibilities.

% **Member Directed Training** (Individualized training of 1 hour or more - not conference based)
Per topic - less than 2 hrs. = .25%, 2 - 5 hrs. = .5%, over 5 hrs. = 1% - 3% max.

- Behavioral Safety
- Chainsaw/Chipper
- Competent Person (excavation safety)
- Flagger
- OSHA Recordkeeping
- OSHA required standard operating procedure training (SOP)
- OSHA/Incident Accident Reporting
- Slip, trip, fall prevention
- Work Zone

% **Toolbox Talks** - Utilize industry or MIIA safety training tailgates = .25% per tailgate/talk - 1% max. Must include a description of topics covered, and a copy of the sign in sheet.

DPW

- DPW

% **Toolbox/Talks** - Utilize industry or MIIA safety training tailgates = .25% per tailgate/talk - 1% max. Must include a description of topics covered, and a copy of the sign in sheet.

Schools

- Schools

% **Member Activities (see below)**

* Resource available on MIIA website with login

** Resource available on DLS website



Workers' Compensation 2024 Rewards (Maximum Credit 3%)

Maximum Credit

% Earned	% Available	Activity Description
<input type="text"/>	2%	Submit a Job Hazard Analysis - .25% per job hazard analysis - 2% max. * (WORKERS' COMPENSATION Member Activities)
<input type="text"/>	1%	Identify a municipal safety coordinator who coordinates safety activities across the municipality. - 1% max.
<input type="text"/>	2%	Develop and implement an effective Slip Trip and Falls program- 2% max.
<input type="text"/>	2%	Implement an OSHA Incident (Accident) Investigation Program through use of OSHA Incident (Accident)Guide = .25% per accident investigation - 2% max. Must include statement identifying Incident (Accident) Investigation team members. *(WORKERS' COMPENSATION Member Activities)
<input type="text"/>	1%	Submit an Updated job description to include safety responsibilities- .25% per job description - 1% max.
<input type="text"/>	1%	Engage in implementation of a coordinated safety system approach across municipal departments. 1% max.
<input type="text"/>	1%	Safety Risk Management Committee = .25% per meeting (Worker's Compensation - primary) must include minutes - 1% max.
<input type="text"/>	.25%	Completion of Workers Compensation Audit by 12/31/23- .25% max
<input type="text"/>	<input type="text"/>	

* Resource available on MIIA website with login

** Resource available on DLS website