



# Risk Management Solutions



Fall 2024

A Quarterly Newsletter of the AMIC/MWCF Loss Control Division

## Bridging Recovery and Service Continuity: Light Duty Assignments for Municipal Employees

By: Cody Marcum, ARM, CSP, CPCU • Loss Control Representative • AMIC/MWCF Loss Control Services

In the realm of municipal operations, the well-being and productivity of employees stand as foundational pillars for delivering essential services to communities. However, unforeseen injuries or illnesses can disrupt the seamless functioning of municipal departments. To navigate these challenges, municipalities can leverage light duty assignments, offering a pathway for employees to remain engaged in meaningful work while accommodating their temporary physical limitations. This article explores the intersection of light duty assignments, workers' compensation and municipal operations by highlighting their benefits, implementation strategies and potential challenges.

### Understanding Light Duty Assignments

Light duty assignments for municipal employees involve modifying their regular tasks to align with their temporary physical restrictions during the recovery process. These assignments often entail responsibilities such as administrative tasks, clerical duties or community outreach initiatives. By offering tailored assignments, municipalities can ensure that employees continue to contribute to public service efforts while prioritizing their health and well-being.

### Benefits for Municipal Employees, Organizations and Workers' Compensation

Implementing light duty assignments in conjunction with workers' compensation offers multifaceted benefits:

- 1. Employee Support and Rehabilitation:** Light duty assignments signal municipalities' commitment to supporting injured employees' rehabilitation efforts, fostering loyalty and well-being.
- 2. Service Continuity:** By enabling employees to remain engaged in work, municipalities can maintain continuity in delivering essential services to the community.
- 3. Faster Return to Work and Cost Efficiency:** Engaging in light duty tasks accelerates injured employees' return to their regular duties, reducing the duration of workers' compensation claims and associated costs. Minimizing prolonged absences and expediting recovery helps municipalities mitigate costs associated with temporary disability leaves and temporary staffing.

### Strategies for Implementation

To effectively implement light duty assignments within municipal workplaces while addressing workers' compensation considerations, municipalities can adopt the following strategies:

- 1. Streamlined Policies:** Develop clear and streamlined policies outlining the process for assigning light duty tasks in alignment with workers' compensation regulations and municipal protocols. The Loss Control Division has developed the reference document **LDTY: 001 Light Duty Return to Work** to provide guidelines on establishing a light duty program for your municipality. Scan the QR code to view the Reference Documents page.
- 2. Collaborative Partnerships:** Foster collaboration between municipal authorities, workers' compensation administrators and health care providers to assess employees' capabilities, identify suitable light duty tasks and facilitate seamless transitions.



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Another service provided by the Alabama Municipal Insurance Corporation (AMIC) and the Municipal Workers Compensation Fund (MWCF) founded by the Alabama League of Municipalities (ALM).

www.losscontrol.org PO Box 1270 535 Adams Avenue Montgomery, AL 36102 334-262-2566

3. **Transparent Communication:** Maintain transparent communication channels with injured employees, keeping them informed about available light duty assignments, rehabilitation progress and workers' compensation benefits.
4. **Training and Support Services:** Provide comprehensive training and support services to employees undertaking light duty assignments, ensuring they have the necessary resources and accommodations to perform tasks safely and effectively.
5. **Continuous Monitoring and Evaluation:** Regularly monitor employees' progress on light duty assignments, adjust tasks as needed based on their recovery trajectory and collaborate with workers' compensation administrators to navigate any challenges or legal requirements.

### Challenges and Considerations for Municipalities

While integrating light duty assignments with workers' compensation offers substantial benefits, municipalities may encounter specific challenges:

1. **Regulatory Compliance:** Ensuring compliance with workers' compensation regulations, including reporting requirements and benefit entitlements, to mitigate legal risks and uphold employees' rights.
2. **Legal Compliance:** Municipalities must adhere to legal requirements, including those outlined in the Americans with Disabilities Act (ADA), to prevent discrimination claims and ensure equitable treatment of employees.
3. **Union Negotiations:** Addressing union agreements and negotiations to ensure alignment with workers' compensation policies and facilitate the assignment of light duty tasks.
4. **Resource Allocation:** Balancing workload and resources to accommodate light duty assignments while meeting service demands and financial constraints may require strategic planning and resource allocation.
5. **Task Alignment:** Identifying suitable light duty tasks within municipal settings, considering the diverse range of responsibilities, can be challenging.

## Below are some examples of specific types of light duty assignments tailored to employees' roles and the services they provide:

### Administrative Duties

- a. Processing paperwork for permits or licenses
- b. Assisting with data entry for municipal databases
- c. Answering phones or emails at municipal offices
- d. Organizing files and records for various departments

### Community Engagement

- a. Assisting with organizing community events or town hall meetings
- b. Distributing flyers or information about municipal programs
- c. Conducting surveys or gathering feedback from residents

### Code Enforcement

- a. Conducting visual inspections for code violations (ex. overgrown yards, abandoned properties)
- b. Distributing informational materials about local ordinances
- c. Assisting with documenting violations for follow-up by enforcement officers

### Emergency Services

- a. Assisting with administrative tasks at fire stations or police departments
- b. Maintaining inventory of emergency supplies or equipment
- c. Assisting with community outreach programs related to safety and emergency preparedness

### Public Works

- a. Light landscaping tasks in parks or public areas
- b. Assisting with graffiti removal or street cleaning
- c. Painting benches, fences or other public amenities
- d. Assisting with traffic control during events or construction projects

### Parks and Recreation

- a. Assisting with setup and cleanup for community events in parks
- b. Maintaining recreational facilities (ex. cleaning restrooms, checking playground equipment)
- c. Assisting with program registration and participant inquiries

### Public Transportation

- a. Assisting with customer service at transit stations or bus depots
- b. Conducting surveys on transit ridership and satisfaction
- c. Assisting with routine maintenance tasks for buses or other transit vehicles

**These assignments aim to accommodate municipal employees who may have temporary limitations while still allowing them to contribute to the smooth functioning of local government services and operations.**

### Conclusion

Incorporating light duty assignments into municipal workplace practices signifies a proactive approach to supporting employee well-being, service continuity and fiscal responsibility. By implementing tailored policies, fostering collaborative partnerships and addressing regulatory compliance and logistical challenges, municipalities can harness the benefits of light duty assignments to promote employee rehabilitation, enhance service delivery and uphold their obligations under workers' compensation laws. Ultimately, prioritizing the holistic recovery of injured employees not only safeguards municipal operations but also strengthens community trust and resilience in municipal governance. ■



# Elliott Folmar Joins the Loss Control Team!

Elliott Folmar joined the Alabama Municipal Insurance Corporation and Municipal Workers' Compensation Fund Loss Control Division in August 2024. With nine years of steadfast dedication to public safety and emergency response within the fire service, Elliott brings a wealth of experience to his role. His career has been distinguished by over a decade of exceptional customer service, where he has consistently built positive relationships and ensured client satisfaction.

Elliott's extensive certifications span a broad spectrum of specialties. He is trained in hazardous materials handling, teaching and leadership, child safety protocols, and specialized rescue techniques, including heavy machinery and rope operations. His expertise also covers critical areas such as active shooter response, autism awareness, pipeline emergency response, traffic safety management and fire investigation methodologies.

Outside of work, Elliott is passionate about college football and weightlifting. Residing in Morris, AL with his wife, Hannah, and their son, Oliver, Elliott and his family are enthusiastic supporters of the Auburn Tigers and enjoy celebrating their victories with a hearty "War Eagle!"



## APOSTC IMPORTANT NOTICE: TRAINING MANDATE

**Sensory needs or invisible disabilities training requirements for all Alabama Law Enforcement Officers**

Ala. Code Section 36-21-51.1, effective January 1, 2024, requires each law enforcement officer certified by the Alabama Peace Officers' Standards and Training Commission (APOSTC) to complete one hour of training on interacting with individuals with sensory needs or invisible disabilities every other year. This training is in addition to any other continuing education required under Section 36-21-51. There are no exemptions from this training for any duly appointed law enforcement officer.

For more information visit the APOSTC website at:  
[www.apostc.alabama.gov](http://www.apostc.alabama.gov).

## Congratulations, Cody!

Loss Control Representative Cody Marcum recently obtained his Chartered Property Casualty Underwriter (CPCU) designation! The CPCU designation is a mark of expertise and achievement in the insurance and risk management industry. We are super proud of Cody for continuing his educational pursuits to further enhance his skillset and the resources our team is able to provide our members. Well done, Cody!



## Loss Control Representative Territory Update

With the addition of **Elliott Folmar** (see his bio, above) in August, our lineup is finally complete! Elliott will be the new Loss Control representative for the North territory. **Wade Campbell**, **Cody Marcum** and **Kyle Hines** will continue to cover the West Central, East Central and South territories, respectively.



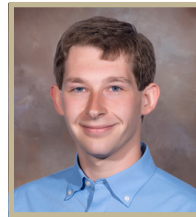
**Elliott Folmar**



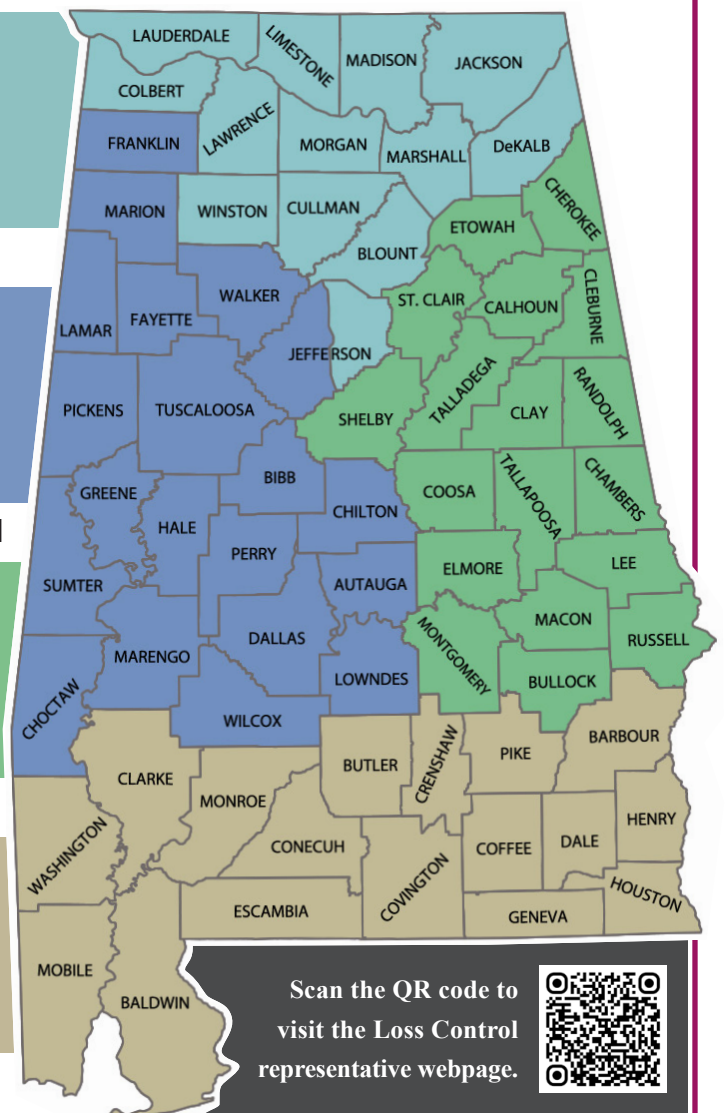
**Wade Campbell**



**Cody Marcum**



**Kyle Hines**



Scan the QR code to visit the Loss Control representative webpage.



# 2025 SKIDCAR Schedule

Through an advanced, computer-controlled driver training vehicle known as the SKIDCAR System, trainees learn how to react quickly and safely to a range of hazardous driving conditions. Training is conducted throughout the state at a minimal cost. If you would like to schedule or host a SKIDCAR session in your area, please contact **Donna Wagner** at (334) 386-8125.



Orange Beach January 21 - 31

Montgomery February 10 - 14

Opelika March 4 - 14

Eufaula April 1 - 11

Trussville April 29 - May 9

Russellville May 27 - June 6

Register and pay online at [www.losscontrol.org](http://www.losscontrol.org)!



## Loss Control Division

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# FALL ONLINE TRAINING

## **FREE** Courses Available 24/7 to MWCF and AMIC Members

- Workplace Ergonomics
- Work Zone Safety
- Ladder Safety 101
- Airborne & Bloodborne Pathogens
- Influenza (BLS)

Sign up online

[losscontrol.org/online-training.html](http://losscontrol.org/online-training.html)



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