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Hon. Randy Vest, Morgan County, President
Sonny Brasfield, Executive Director

TO: County Administrators and Sheriffs

FROM: Henry van Arcken, Director of Insurance Services

DATE: October 1, 2023

RE: LSIF Reimbursement for Jail Management Training (JMT)
LSIF / WCSIF Reimbursement for Skid-Car Training

JAIL MANAGEMENT TRAINING

The ACCA Liability Self-Insurance Fund, Inc. manages dozens of lawsuits each year involving county jails. Jails, by their nature, are difficult places to manage and work in. The Fund expends hundreds of thousands of dollars each year defending jail-related lawsuits and in many instances paying damages resulting from such lawsuits.

In an effort to reduce the number of jail-related lawsuits and damage payments, the Fund's Board of Trustees agreed several years ago to reimburse County Commissions or Sheriff's Offices for a portion of the costs associated with county corrections officers attending **certified** jail management training courses.

Many County Commissions / Sheriff's Offices have participated in this reimbursement program.

The Trustees have discussed the program and agreed that it should be continued. The following are guidelines for participation.

1. **Only counties participating in the ACCA Liability Self-Insurance Fund, Inc. are eligible to receive cost reimbursements.**
2. Reimbursement is for the amount of course tuition only, not to exceed \$285. The reimbursement amount may be adjusted in the future.
3. A request for reimbursement must be accompanied by a copy of a certification of completion issued by a **POST-certified** organization or institution.
4. Reimbursement will be made only once per individual.

(over)

5. A request for reimbursement must include a statement indicating the agency or source of funds (County Commission, Sheriff's Office, etc.) from which the tuition was originally paid. The request for reimbursement must also include a receipt of payment from the training organization or institution.
6. Each county is limited in the number of reimbursements it may receive in a fiscal year (October – September) according to the following population-based schedule.

<u>County Population</u>	<u>Maximum Number of Reimbursements per Year</u>
80,000 and above	12
50,000 to 79,999	8
49,999 and below	6

SKID-CAR TRAINING

All counties have from time to time experienced situations under which their employees have been involved in vehicular accidents while on the job. Such accidents may result in liability and/or workers' compensation claims. The Board of Trustees for the ACCA Liability Self-Insurance Fund, Inc. and the ACCA Workers' Compensation Self-Insurers Fund agreed to participate in a program to reimburse the office that originally paid the costs for Sheriff's Office employees to attend the skid-car training.

The same guidelines listed above for the reimbursement of jail training apply with the exception that the training course **does not have to be POST-certified** and a **county must be a participant in either of the two ACCA insurance programs** in order to qualify for skid-car training reimbursement. The current reimbursement rate is **\$120**.

If you have questions concerning this reimbursement program please feel free to contact Henry van Arcken, ACCA's Director of Insurance Services at hvanarcken@alabamacounties.org.

Mail reimbursement requests and documentation to:
Association of County Commissions of Alabama
Director of Finance
P.O. Box 5040
Montgomery, AL 36103-5040

NOTE: Reimbursements will not be made for any training costs incurred prior to the current fiscal year.