

## PRIMA BOARD OF DIRECTORS

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(208) 446-1602

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(208) 476-4725

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(208) 866-2810

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City of Jerome  
(208) 324-8189 x 140

District 5 - Bobette Wilson  
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(208) 236-7217

District 6 - Shelly Blackner, President  
Butte County  
(208) 527-3021

Member  
At-Large - Mark Hagedorn  
City of Idaho Falls  
(208) 612-8230

Secretary/  
Treasurer - Mary Kummer  
ICRMP  
(208) 246-8210



Visit us at  
[www.idprima.org](http://www.idprima.org)



Idaho Chapter of PRIMA  
PO BOX 15298  
Boise, ID 83715

Phone: (208) 246-8195  
Email: [info@idprima.org](mailto:info@idprima.org)

[www.idprima.org](http://www.idprima.org)



Idaho Chapter of PRIMA  
Public Risk Management Association

## CERTIFICATION PROGRAM



CORE CURRICULUM  
REQUIREMENTS FOR  
PUBLIC RISK  
MANAGEMENT



# PRIMA CERTIFICATION

Idaho PRIMA comprises over 900 public agencies including Cities, Counties, School Districts, and numerous special districts throughout the state.

Idaho is the first state in the nation to have a customized certification program. Since many Idaho Public Employees wear different hats, our program is a great fit for the Idaho public sector.

Many attendees obtain their PRIMA Certification and continue to re-certify whether they are risk managers in their agency or not. Knowing how to lower risk and lessen claims is for all employees.

Whether or not you plan to certify, the training in each session is filled with valuable information you can use immediately. New topics, industry trends, and updated information are added to every session to keep training alive and pertinent.

## SESSION 1

*All Employees Are Risk Managers.  
What Is Your Role?*

Spring 2020

- Risk Management 101 - The Role of the Risk Manager
- Understanding the Insurance Policy and What is Covered
- Loss Control and the Risk Manager
- How to Work Effectively with your Insurance Agent and Insurance Company
- Claims Processing

## SESSION 2

*The Role of the Risk Manager and  
Personnel Management*

Fall 2020

- Recruit and Select Employees
- Employee Discipline and Termination
- Fair Labor Standards Act, Americans with Disabilities Act, Sexual Harassment, Family Medical Leave Act
- Employee Supervision and Performance

## SESSION 3

*The Risk Manager and the Law*

Spring 2021

- Claims, Torts, Civil Rights and Immunities
- Public Records, Open Meeting Laws
- Executive Sessions and Government Ethics
- Law Enforcement Liability
- Bidding and Purchasing Laws
- Planning and Zoning Procedures

## SESSION 4

*Liability Issues & Exposures,  
Current Trends*

Fall 2021

- The IRS and Public Entity Issues
- Understanding Unemployment Laws as a Public Entity
- Understanding Workers Comp
- Social Media Issues
- Electronic Records and Policies
- Liabilities with Public Facilities

Idaho Chapter of PRIMA Mission:

To increase the proficiency of risk management in Idaho's public political subdivisions.

