

## MEMORANDUM

TO: The Members of the HSAWCF  
FROM: Mary Penz, HSAWCF Administrator  
DATE: January 7, 2021  
SUBJECT: **NEWS AND UPDATES FROM HSAWCF**

### **HAPPY NEW YEAR!**

#### **THE HSAWCF 2021 DIVIDED DISTRIBUTION**

It is the pleasure of the HSAWCF Board of Trustees to announce that eligible member agencies will once again benefit from the HSAWCF dividend distribution program. This 2020 dividend distribution authorized by the State of Michigan is in the amount of \$1,850,000 and brings the HSAWCF cumulative dividends issued to members to over \$38 million since the Fund's inception.

Distributions like these arise from a team effort of dedicated work and commitment provided by the HSAWCF Member Agencies, Board of Trustees, Third Party Administrator, Agents and Fund Administrator. The continued support of everyone along with professional guidance and leadership provided helps to ensure that HSAWCF member organizations continue to have a long-term cost-effective program. With a track record of returning over 36% of premium, reducing claim costs, and providing effective loss control programs, the HSAWCF continues to meet the needs of its members so they in turn can meet the needs of the community.

*The dividend distribution checks are scheduled to go out by the end of February 2021.*

#### **ANNUAL PAYROLL AUDITS**

This is the time of year when our annual payroll audits are once again under way. I would like to thank our members for their hard work in preparing the information necessary and complying with **The Aprise Group** in such a timely manner. Due to the ongoing pandemic, The Aprise Group will once again conduct the majority of the payroll audits virtually/electronically. Payroll information will be requested and questions related to COVID 19 furloughs, employees working from home and layoffs will be addressed. A notification letter will come to you directly from The Aprise Group that will indicate what information they will be looking for. We kindly ask that you make every effort to have the information available so the audits can be completed as soon as possible. Please make sure that the Independent Contractor Statements are completed and turned in at the time of audit. This helps speed up the process in completing the payroll audits in a timely manner. (Please see the attached)

**Also note that any questions or concerns regarding the audit findings must be brought to my attention by May 1, 2020. No audit adjustments will be made to the audit findings after May 8, 2020. This is very important to note so please make sure you have all of your information available for the auditors.**

## ***EDUCATION AND TRAINING***

We are pleased to announce that the HSAWCF is working with our Excess Carrier Midwest Employers Casualty in conjunction with Safety Source to provide our members with access to a library of education and training videos.

There are over 600 videos that will be available to our members that cover a wide variety of loss prevention and training areas. Included will be video training related to the COVID 19 Pandemic, Back Injury Prevention and Health Care - Workplace Violence, just to name a few. Many of these video clips are just a short 15-20 minutes so they will not take up too much time for you or your employees. The best thing is that they are available to view at a time that is convenient for you and your organization.

Please look out for the email that will be coming on or after January 15<sup>th</sup> 2021.

## ***MEMBER LOSS RUNS FOR 2020***

Comprehensive Risk Services the TPA for HSAWCF will be sending out an annual detail claim/loss report to our members. These reports include a summary of the claims that have been filed on behalf of your agency. Please review them and let us know if you have any questions or concerns. These will continue to be sent to you on an annual basis unless you otherwise request more frequent reporting. If so, please contact [marypenz@hsawcf.com](mailto:marypenz@hsawcf.com) or [fschmidt@crsmi.com](mailto:fschmidt@crsmi.com)

## ***RENEWAL PREMIUMS DUE JANUARY 1<sup>ST</sup> 2021***

Just a quick reminder to your workers compensation renewal payment was due on January 1<sup>st</sup> 2021. If you have not made your payment please do so ASAP. Remember that a Certificate of Insurance cannot be issued until the HSAWCF receives your renewal payment and you are current on your account. If you need another copy of your billing just let me know at [marypenz@hsawcf.com](mailto:marypenz@hsawcf.com)

As always please let me know if you have any questions, I can be reached at [marypenz@hsawcf.com](mailto:marypenz@hsawcf.com)

**Mary Penz**

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**From:** Mary Penz <marypenz@hsawcf.com>  
**Sent:** Thursday, February 18, 2021 2:41 PM  
**To:** marypenz@hsawcf.com  
**Subject:** HSAWCF Announces New Safety Resources for Members: Safety Source Video Library



## **Human Service Association Workers Compensation Fund**

**HSAWCF is excited to introduce a new service for our members,  
Safety Source Video Library.**

This application provides over 600 safety training videos, many also in Spanish. These videos are effective, easy to understand and can help supplement your current safety program. Most videos average 15-20 mins in length and are provided to the membership at no cost.

Some topic examples include:  
Coronavirus COVID 19 Series  
Back Injury Prevention  
Home Health Care - Workplace Violence

Access the Safety Source Video Library at  
<https://safetysourceonline.com/company/midwest-employers-casualty/>

Enter:  
Username: HSAWCFSafety  
Password: Safety1

If you have any questions, please contact Mary Penz at  
[marypenz@hsawcf.com](mailto:marypenz@hsawcf.com).

Mary V. Penz, HSAWCF Administrator

(586) 416-8950

This message was sent to marypenz@hsawcf.com from:

Mary Penz | marypenz@hsawcf.com | HSAWCF | 17000 19 Mile Rd | Clinton Township, MI 48038

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