Southern California Conference
Human Resources and Risk Management Department

As the name suggests, two distinct areas make up the Human Resources and Risk Management Department. The Human Resources Department (HR) is responsible for assisting Southern California Conference (SCC) in its compliance with federal and state laws regarding remuneration, policies and practices. HR also administers employee benefits, the retirement program, and healthcare plans.

From 2011 through April, 2015, HR processed 1,098 new employees. During that time period, 687 employees left SCC through transfers, retirements and terminations. Whether entering or leaving the service of SCC, HR is tasked with ensuring that all government and denominational policies are satisfied, including completion of required documents and reports.

In addition to the SCC-provided basic life insurance, employees can now select from a full menu of optional life insurance programs including supplemental life, accidental death and dismemberment and now, a whole life policy. In 2013, SCC became the first conference in the North American Division to extend long-term disability coverage to it's eligible part-time workers.

One of the largest single expenses is the cost of healthcare. SCC has been able to limit the 2011 to 2015 medical insurance premium to an overall increase of 3.7%, well below the industry average. This was accomplished while providing a health plan that controls costs for SCC while encouraging employees to be wise consumers of health care. This has been achieved by adjusting the plan deductible, copayments and the out-of-pocket maximum. SCC contributes to the employee's health savings account, providing another pretax savings opportunity. The funds in the health savings account and its earnings belong to the employee. If not used, the funds accumulate over the years tax deferred, and if used for medical expenses, is not subject to federal income tax. The maximum annual cost of medical care faced by SCC employees has decreased between 2011 and 2015.

The Adventist Retirement Plan has chosen to transition to Empower Retirement Service after over 20 years with Valic. SCC has a seen a steady increase in employee participation with voluntary contributions into the denominational retirement fund to receive the employer match.

Our department also has the responsibility for SCC's risk management program. Risk management is tasked with ensuring that SCC's insurance needs are met, losses are controlled and our members and visitors are protected. In order to better insure SCC entities, in 2011 we moved from Philadelphia Insurance to the denominational insurer administered by Adventist Risk Management. Since 2011, our department has processed claims valued at:

Property claims: $1,092,560
Liability claims: $552,000
EPL claims (wrongful termination and sexual misconduct): $1,470,000
Automobile claims: $344,700

Risk management also includes controlling losses and proper valuation to ensure that we have proper coverage. This includes inspections for hazards and for value. Since 2011, 27 schools and churches have been inspected and 42 have been appraised.

The most important safety measures are those taken to protect our children. The Pacific Union Self-Insured California Workers Compensation Fund has allocated $420,000 to assist SCC schools to take safety measures on our campuses. Applications have been submitted by most of our schools.

SCC has committed to providing a safe worship environment for our children. The SCC Executive Committee has authorized SCC to enter into agreements to implement the Protect My Ministry background screening program for volunteers and employees. The program has been contracted to begin July 1, 2015. In 2015 SCC will screen elders, deacons, deaconesses, and volunteers who work with children. Other volunteers will be screened in subsequent years. Initially, SCC will subsidize the screening costs. In conjunction with the background screening program, the SCC Child Protection Guidelines will also be implemented.