



# Membership Services

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**Presented by: Shannon Pursley**





# SERVING THOSE WHO SERVE COLORADO COMMUNITIES

CIRSA EXISTS to **ENABLE** COLORADO COMMUNITIES to exist, to thrive and to prosper

## OUR ROLES THE 5 C's

### COVER

WE PROVIDE COVERAGE

### COACH

WE HELP OTHERS PERFORM at THEIR PEAK by COMBINING EXPERTISE with GUIDANCE, SKILL with MOTIVATION

### COLLEAGUE

WE SHARE RESPONSIBILITY for CULTIVATING COMMUNITY through EFFECTIVE RISK MANAGEMENT

## OUR VISION

A COLORADO FILLED with RICH and DIVERSE COMMUNITIES in which PEOPLE can LIVE WELL TOGETHER with the freedom to PURSUE their PERSONAL and PROFESSIONAL dreams

RISK is a NECESSARY PART of EVERYDAY LIFE... risk and life BECOME MORE interesting and COMPLEX WHEN WE LIVE together

## OUR VALUES

In the name of **FREEDOM**  
WE INSTILL confidence and security

In the name of **COMPASSION**  
WE STAY loyal and committed

In the name of **TRANSPARENCY**  
WE DO the right thing

In the name of **PARTNERSHIP**  
WE FOSTER collegiality

In the name of **SERVICE**  
WE ADVANCE a GREATER GOOD: community

## OUR MISSION

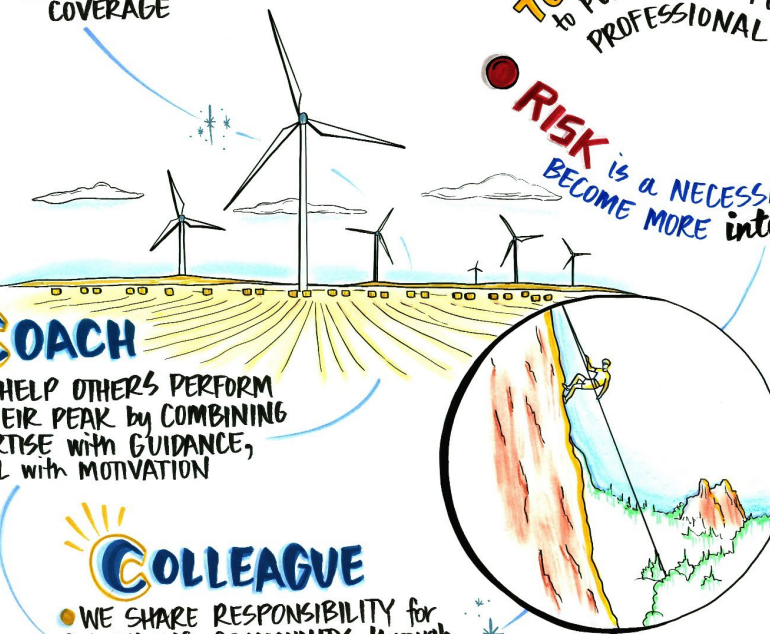
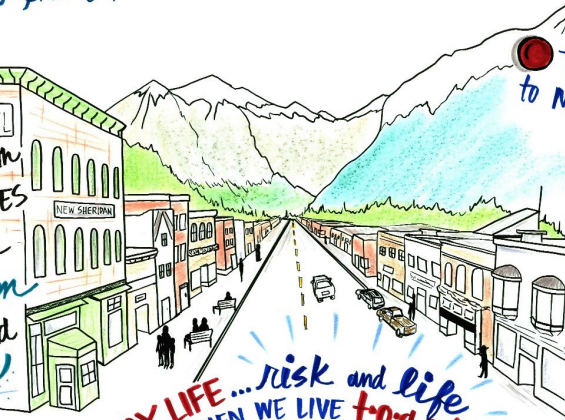
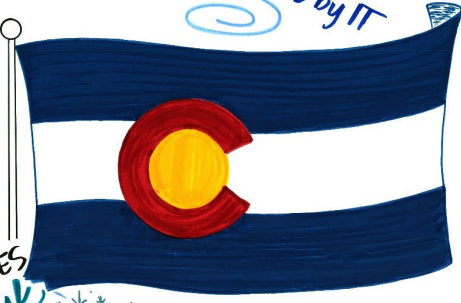
TO PROVIDE COLORADO MUNICIPALITIES with the KNOWLEDGE, GUIDANCE and RESOURCES they NEED to effectively manage risk and CREATE the CONDITIONS for THEIR communities and citizens to thrive

### CATALYST

WE EMPOWER OUR MEMBERS to CULTIVATE WELL-RUN, PROSPEROUS and THRIVING COLORADO COMMUNITIES

### CHAMPION

WE are "CHAMPS" at RISK MANAGEMENT, and WE ADVOCATE for a FUNCTIONAL, LIVABLE COMMUNITY through STRATEGIC RISK MANAGEMENT





# What Membership Services does for CIRSA Members

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## Member Relations

- Providing Member access to the website and claims portal; Managing the Member database; Recruitment of New Members; Member Satisfaction Surveys & Visits

## Events & Programs

- General Membership Meeting, Member Appreciation Lunches, Law Enforcement Endowment Fund, Conference Sponsorships (CCCMA, CML, CMCA, CGFOA, ICMA, CO PRIMA)


## Communications & Engagement

- Website, Annual Report, CIRSA Safety YouTube Channel, Safety Quizzes, LinkedIn, Member Advisory Committee

*Team: Shannon Pursley, Marketing Manager; Alex Orford, Senior Graphic Design & Production Specialist; and Claire Montgomery, Membership Services Coordinator*

# Contact Information & Website Access

- CIRSA needs current and accurate information to get in touch with you!
- Email: [Membership@CIRSA.org](mailto:Membership@CIRSA.org)
- You can also view and change your information on the [Member Dashboard](#)



3655 Cherry Creek N. Drive  
Denver, CO 80209  
P: 800.228.7136  
www.cirsa.org

Member Contact Information

*If you designate more than one contact for the applicable roles below, the first contact will receive correspondence via postal mail. The secondary will be copied on all email correspondence.*

CIRSA Member Information

MEMBER NAME: \_\_\_\_\_

MAIN PHONE: \_\_\_\_\_

MAIN FAX: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

Manager/Clerk

Municipal Manager/Administrator

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

Municipal Clerk

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

Municipal Attorney

*Receives correspondence from CIRSA's Claims Department and assigned defense counsel on high profile and litigated claims. Provides input on behalf of member for claims which involve complex issues. **One designated contact per member is recommended.** Due to system limitations, only two city/town attorney contacts are permitted.*

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

Designated Primary Contact

*Main point of contact for CIRSA correspondence; distributes information to appropriate member staff, maintains member contact information, website users, and system access. **One designated contact per member is recommended.** Due to system limitations, only two primary contacts are permitted.*

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_


NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PHONE: \_\_\_\_\_

CIRSA Member Directory (page 1)



Website User Registration

Entity: \_\_\_\_\_

REGISTRANT

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Property/Casualty Claims

☐ File claims online

-OR-

☐ Full access (file claims online, look-up submitted claims and run claims reports)

Workers' Compensation Claims

☐ File claims online

-OR-

☐ Full access (file claims online, look-up submitted claims and run claims reports)

Training & Prevention

☐ Register for seminars, access safety resources and check-out training materials

Coverage Center

☐ Request Certificates of Insurance and Application Amendment Requests

☐ Complete the online PC Renewal Application (Limit 2 per entity)

☐ Complete the online WC Renewal/Audit Application (Limit 2 per entity)

REGISTRANT

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

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☐ Complete the online WC Renewal/Audit Application (Limit 2 per entity)

\*Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

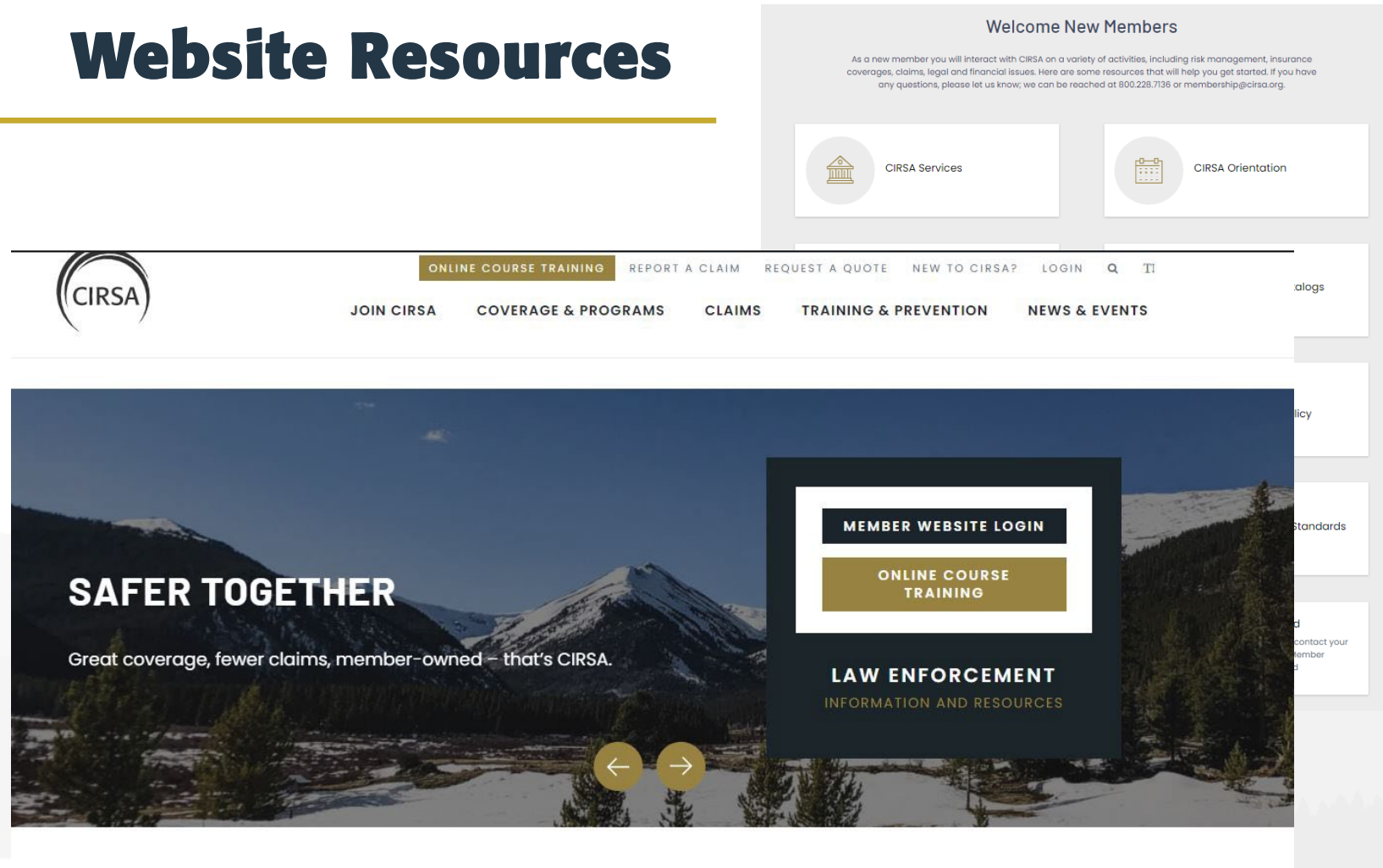
\*By completing and submitting this form, you affirm that you have approval from the entity's Primary Contact to register for CIRSA website access; the member agrees that no person shall be permitted to view or obtain the information accessed through passworded portions of the CIRSA website other than the CIRSA contact and/or other representatives of the member specifically authorized by the member to view or obtain such information; and that the use, safeguarding, and control of access to the passworded portions of the CIRSA website, including the use, safeguarding, and control of its own password, is the member's responsibility.

Please submit completed form to [membership@cirsa.org](mailto:membership@cirsa.org)

Rev: 1.18.22

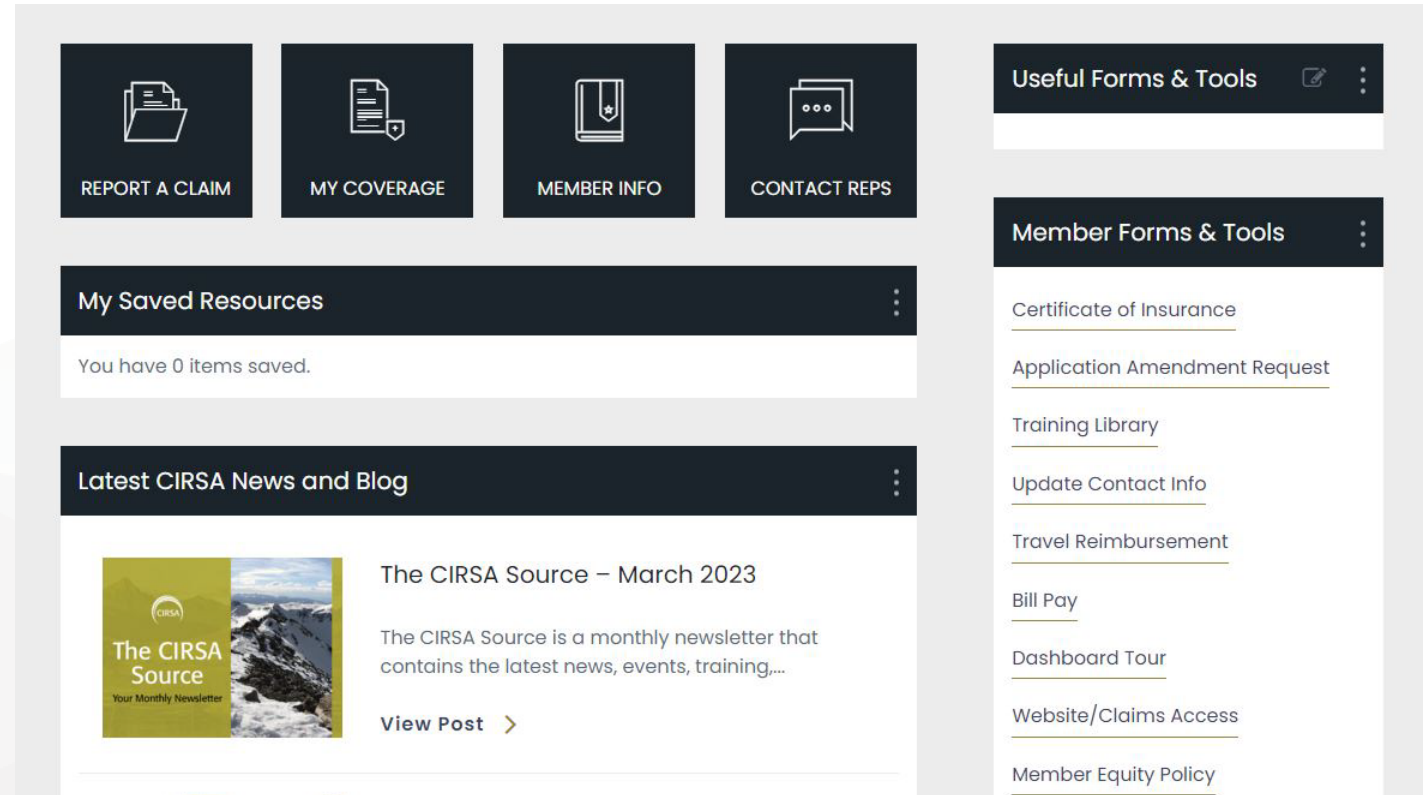
# Website Resources

- New to CIRSA Resources
- News Posts
- Training & Events Calendar and registration
- Access to Member Portal & Origami
- Access to Online Course Training access (LocalGovU)



# Member Dashboard in Member Portal

- You can report claims, contact your reps, bookmark useful forms and tools.
- View your current entity contacts and make changes, depending on your role at the organization.
- Read the latest CIRSA Blog and News Posts



# General Membership Meeting

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- Annual Meeting in June
- Includes lunch and keynote speaker
- Board of Director Elections (in even years) & Bylaw Amendments
- Entity's Voters & Alternate Voters highly encouraged to attend
- Often in conjunction with CML Annual Conference
- Travel Reimbursement provided
- Safety Awards





# Member Appreciation Lunches & Conference Sponsorships

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## Lunch, Learn, and Network with Fellow Members and CIRSA Staff

- July through October
- All entity staff are welcome and encourage to attend.

## Conferences

Colorado City & County Management Association (CCCMA) – Apr. 26-28, Glenwood Springs

Colorado Municipal League (CML) annual conference and district meetings

Colorado Public Risk Management Association (COPRIMA) – Aug. 6-8, Vail

International City/County Management Assoc. (ICMA) CO State Delegation Reception – Oct. 2, Austin, TX

Colorado Municipal Clerks Association (CMCA) – Oct. 18-20, Snowmass Village

Colorado Government Finance Officers Assoc. (CGFOA) – Nov. 15-17, Breckenridge



# Thank You for your Partnership!

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**SAFER**TOGETHER

**Shannon Pursley**  
Marketing Manager

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