

SAFETY COMMITTEE MEMBERS

Anne Stoll-Thompson
Cathy Hill
John Sabo
Marc Bello
Angela Penny
Celeste Wallick



**LEGAL COUNSEL TO THE
SAFETY COMMITTEE**
Mary Kandaras

NOTICE OF MEETING AND AGENDA

WASHOE COUNTY SAFETY COMMITTEE

**Washoe County Administration Complex
1001 E. Ninth Street, Reno, Nevada
Comptroller's Large Conference Room, Building D, 2nd Floor**

**January 19, 2017
1:30 PM**

NOTE: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; or may be voted on in a block.
The Washoe County Comptroller's Large Conference Room is accessible to the disabled. If you require special arrangements for the meeting, call the Risk Management Office, 328-2665, 24 hours prior to the meeting.

Time Limits. Public comments are welcomed during the Public Comment periods for all matters, whether listed on the agenda or not, and are limited to two minutes per person. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Safety Committee meeting. Persons may not allocate unused time to other speakers.

Forum Restrictions and Orderly Conduct of Business. The Safety Committee conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Responses to Public Comments. The Safety Committee can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Safety Committee. However, responses from the Safety Committee to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Safety Committee will consider, the Safety Committee may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action or to ask that a matter be listed on a future agenda. The Safety Committee may do this either during the public comment item or during the following item: "Topics for Future Agendas".

Pursuant to NRS 241.020, the Agenda for the Washoe County Safety Committee Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); Washoe County Courthouse-Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 E. Prater Way, Ste. 107, Sparks, NV); the Washoe County website (www.washoecounty.us/comptroller/board_committees/safety_committee) and the Nevada Public Notice Website (<https://notice.nv.gov>).

Support documentation for the items on the agenda, provided to the Washoe County Safety Committee is available to members of the public by contacting Jeri Renshaw at the Comptroller's Office (1001 E. 9th Street, Bldg. D, 2nd Floor, Room 200, Reno, Nevada), or phone 775-328-2665.

All items numbered below are hereby designated **for possible action** as if the words "for possible action" were written next to each item (NRS 241.020). An item listed with asterisk (*) next to it is an item for which no action will be taken.

1:30 p.m.

1. * Roll Call.
2. * Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the Safety Committee agenda. The Safety Committee will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the Safety Committee as a whole.
3. Approval of the Washoe County Safety Committee meeting minutes of November 17, 2016.
4. *Outdoor premises/safety
5. *Incentive program
6. Selection of chairperson
7. Topics for future agendas.
8. * Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the Safety Committee agenda. The Safety Committee will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the Safety Committee as a whole.
9. * Adjournment.



- Safety
- Insurance

WASHOE COUNTY

"Dedicated to Excellence in Public Service"

SAFETY COMMITTEE MEETING MINUTES COMPTROLLER CONFERENCE ROOM – 2ND FLOOR

NOVEMBER 17, 2016

1:30 PM

Call to Order

Chairperson Anne Stoll-Thompson called the meeting to order at 1:38pm.

1. Roll Call

Anne Stoll-Thompson	Chairperson – WCEA representative
Nicole Mertz	Washoe County Nurse’s Association (for Angela Penny)
Celeste Wallick	Washoe County Risk Analyst
Mary Kandaras	Legal Counsel for Committee
Christine Vuletich	Washoe County Manager’s Office

Not present

Cathy Hill	Washoe County Comptroller and Risk Manager
Deputy John Sabo	Washoe County Sheriff’s Deputies Association
Lt. Marc Bello	Washoe County Sheriff’s Supervisory Deputies Association

Public Present

None

2. Public Comment

There was no response to the call for public comment.

3. Approval of minutes from September 15, 2016 meeting

Celeste Wallick made a motion to approve the minutes of the September 15, 2016 meeting, Anne Stoll-Thompson seconded the motion; no opposition, minutes unanimously approved.

Open Issues

4. Industrial Injury Summary Reports

Ms. Wallick opened the discussion and asked for input from the Committee for questions or changes to the report. Information given shows changes from the last meeting only, not the beginning of the year. Ms. Wallick expressed that recommendations for safety changes are solicited from the committee. The

committee questioned the approach on repairing uneven surfaces in the parking lot. Ms. Wallick to follow up on the manhole cover outside of the Health Department and to find out from facilities when the parking lot is slated to be resurfaced. Discussion surrounding TPD claims resulted in Ms. Wallick informing the committee that she has added that employees should be aware of “windy conditions” to the defensive driving courses and new employee orientation. No additional input was offered from the Committee. Ms. Stoll-Thompson made a motion to approve the industrial injury summary reports, Celeste Wallick seconded the motion; no opposition, the industrial injury summary reports were unanimously approve.

5. Washoe County Code changes

Mary Kandaras informed the committee that Deputy District Attorney Jen Gustafson is working with the County Manager’s office on chapter 5 where the safety committee resides in code. Composition of the group, possible expansion and responsibilities were discussed in the Manager’s office along with the suggestion of quarterly safety meetings were submitted. Mary Kandaras asked that this item be removed from the agenda until the changes are approved by the Manager’s office. Once approved, Ms. Kandaras will bring back to the committee. Ms. Stoll-Thompson made a motion to remove item 5 – Washoe County code changes from future agendas until further action from the Manager’s office, Assistant County Manager Christine Vuletich seconded the motion; no opposition, motion carried unanimously.

6. Discussion of Workplace Safety Program

Mary Kandaras, explained that the workplace safety program is available on the County website and asked the committee that in connection with the code changes that this item be removed from the agenda. When the changes in code are accepted, they will be mirrored in the workplace safety program. Nicole Mertz made a motion to remove item 6 – workplace safety program from future agendas until further action from the Manager’s office, Anne-Stoll Thompson seconded the motion; no opposition, motion carried unanimously.

7. Introduction of Management representative

Assistant County Manager Christine Vuletich was introduced by Ms. Stoll-Thompson to the committee.

8. Discussion of recommendations for FY17 safety budget expenditures

Committee was solicited for recommendations on purchases from the safety budget for the remainder of the fiscal year. Ms. Kandaras inquired about the sidewalk salt that is available for employee use and the request that employees spread the salt outside of the entrances to their buildings; Ms. Kandaras questioned if the employees should be educated on the application of the salt. Ms. Vuletich asked about the history of the County removing the snow from the entrances to the buildings. The question was if it was due to budget cuts and CSD not having the manpower or is it the responsibility of the landscapers to spread the salt. CSD has a policy regarding the actions taken based upon snow accumulation. The committee asked that a video be placed on the County website on how to appropriately walk on the sidewalk during wintery conditions. Railing outside of the building in appropriate locations, safety swag such as pins or t-shirts were suggested. Presentation of such items was discussed. Ms. Wallick informed the committee of previous activities of meeting with departments on a quarterly basis highlighting the improvements made and safety and offered her willingness to re-engage this activity and seek their input.

9. Topics for Future Agendas

- a. Outdoor premises/safety
- b. Incentive program
- c. Selection of chairperson

10. Public Comment

No further public comment or discussion.

11. Meeting adjourned at 2:10 pm.

WORKER'S COMPENSATION
 TIME LOST FROM WORK IN CY17
 as of 1-12-17

CURRENT STATUS	DEPARTMENT	DOI	DIAG	MECHANISM	LOST	REST
RESTRICTED DUTY	JUVENILE SERVICES	4/16/16	IMPINGEMENT, SPRAIN, STRAIN	ALTERCATION	88	192
OFF	MEDICAL EXAMINERS	1/8/2017	LACERATION	ALTERCATION	10	0
OFF	SHERIFF'S OFFICE	4/29/2016	TEAR, STRAIN	LIFTING ITEM	12	26
	SHERIFF'S OFFICE	2/19/2016	IMPINGEMENT, SPRAIN, STRAIN	ALTERCATION	30	294
OFF	TECH SERVICES	4/14/2005	MULTIPLE	MOTOR VEHICLE ACCIDENT	180	180

TOTAL 320 692

DATE	DESCRIPTION	TYPE	CAUSE	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
11-1-16	HEARING LOSS	HEARING LOSS	GUNFIRE (RANGE)	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
11-2-16	TRIP/FALL	ABRASIONS, STRAINS	UNEVEN PAVEMENT (COUNTY)	UNEVEN WALKING SURFACE	NORMAL DUTIES	DARKNESS	DEPT REQUESTED REPAIRS TO PARKING LOT	CLAIM
11-3-16	LOWERING BINS FROM TOP OF A CABINET	STRAIN	OVERHEAD ITEM, UNSTABLE LOAD	OVERHEAD WORK	UNSAFE PLANNING	NONE	GET ASSISTANCE, USE A LADDER, ALTERNATE STORAGE, TRAINING	CLAIM
11-6-16	DOG BITE	DOG BITE, INFECTION	PUTTING INTO TRUCK	NORMAL	NORMAL DUTIES	ANIMAL	USE PPE WHEN POSSIBLE	CLAIM
11-8-16	EXPOSURE (BIOLOGIC)	POSS BBP	TOUCHED ITEM	DIRTY ITEM	INATTENTION	ACT OF ANOTHER	USE CARE	INCIDENT
11-9-16	REPETITIVE DUTIES	STRAINS	TYPING, MOUSE WORK	NORMAL	NORMAL DUTIES	NONE	ERGO EVAL, STRETCHES	CLAIM
11-10-16	ASSISTING CLIENT TO STAND	STRAIN	LIFTING, MOVING	NORMAL	NORMAL DUTIES	NONE	GET ASSISTANCE	CLAIM
11-13-16	FELL TURNING AROUND	STRAIN, CONTUSIONS	WALKING/RUNNING	NORMAL	NORMAL DUTIES	NONE	USE CARE	CLAIM
11-16-16	STRUCK BY HEAVY ITEM	CONTUSION	DROPPED ITEM	NORMAL	IMPROPER HANDLING	NONE	USE CARE	INCIDENT
11-20-16	STEPPED ON A NAIL	PUNCTURE	BOARD ON GROUND (NON-COUNTY)	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
11-20-16	SEARCHING PROPERTY	PUNCTURE, POSS BBP	NEEDLE IN PROPERTY	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	USE PPE WHEN POSSIBLE	CLAIM
11-23-16	ALTERCATION	CONTUSION	ALTERCATION	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	NO RECOMMENDATIONS	CLAIM
11-25-16	PHYSICAL INVESTIGATION	PUNCTURE, POSS BBP	UNSEEN SHARP ITEM	NORMAL	NORMAL DUTIES	NONE	USE PPE WHEN POSSIBLE	CLAIM
11-28-16	FALL	PAIN	MISSED A STEP	NORMAL	INATTENTION	NONE	USE CARE	INCIDENT
11-29-16	TRAINING	BITE	K-9 TRAINING	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM

CLAIMS 12
 INCIDENTS 3
 TOTAL 15

DATE	DESCRIPTION	TYPE	CAUSE	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
12-6-16	TRAINING	BITE	K-9 TRAINING	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-6-16	TRIP/FALL	CONT, SPRAIN	JUMPING OVER BENCH	NORMAL	UNSAFE MANEUVER	NONE	COUNSELLED	CLAIM
12-6-16	LIFTING/MOVING	PAIN	PUTTING ITEMS IN TRUCK	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	INCIDENT
12-8-16	ALTERCATION	CONTUSIONS	ALTERCATION	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	NO RECOMMENDATIONS	CLAIM
12-8-16	ALTERCATION	CONTUSIONS	ALTERCATION	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	NO RECOMMENDATIONS	INCIDENT
12-9-16	EXPOSURE (BIOLOGIC)	PUNCTURE, POSS BBP	NEEDLE SLIPPED	NORMAL	NORMAL DUTIES	NONE	USE CARE	CLAIM
12-12-16	TRIP/FALL	CONTUSIONS	UNEVEN PAVER (COUNTY)	UNEVEN WALKING SURFACE	NORMAL DUTIES	NONE	NOTIFIED FACILITIES, USE CARE	CLAIM
12-12-16	RETIREE REPORTED	ILLNESS	ILLNESS	NA	NA	NA	DR RECOMMENDATIONS	CLAIM
12-12-16	TRAINING	CONTUSION	DT TRAINING	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-13-16	ABNORMAL FINDING	ABNORMAL FINDING	ANNUAL PHYSICAL	NORMAL	NORMAL DUTIES	NONE	DR RECOMMENDATIONS	CLAIM
12-13-16	CAT SCRATCH	SCRATCH	PUTTING IN CARRIER	NORMAL DUTIES	NORMAL DUTIES	ANIMAL	USE PPE WHEN POSSIBLE	CLAIM
12-14-16	DOG PULLED ON LEASH	STRAIN	ANIMALS	NORMAL	NORMAL DUTIES	ANIMAL	REVIEW ANIMAL HANDLING	CLAIM
12-16-16	TRAINING	SPRAIN	DT TRAINING	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-16-16	EXPOSURE (BIOLOGIC)	POSS BBP EXP	SALIVA	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	NO RECOMMENDATIONS	CLAIM
12-17-16	SLIP/FALL	SPRAIN	ICE (NON-COUNTY) RECENTLY CLEANED FLOOR (COUNTY)	SURFACE UNSAFE WALKING SURFACE	NORMAL DUTIES	WEATHER	SHOE SPIKES WHEN POSSIBLE	CLAIM
12-21-16	SLIP / FALL	PAIN		SURFACE	NORMAL DUTIES	NONE	USE CARE	INCIDENT
12-21-16	RUNNING	CONTUSION	EMERGENCY CALL	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	INCIDENT
12-22-16	SLIP / FALL	STRAINS, CONTUSIONS	UNKNOWN REASON	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-22-16	TWISTED	STRAIN	MOVING EQUIPMENT	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-23-16	SLIP / FALL	STRAIN	ICE (NON-COUNTY)	NORMAL	NORMAL DUTIES	NONE	SHOE SPIKES WHEN POSSIBLE	INCIDENT
12-23-16	SLIP / FALL	CONTUSION	ICE (NON-COUNTY)	NORMAL	NORMAL DUTIES	NONE	SHOE SPIKES WHEN POSSIBLE	INCIDENT
12-24-16	SLIP / FALL	SPRAIN	ICE (COUNTY)	SURFACE	NORMAL DUTIES	WEATHER	ICE MELT PUT ON PARKING LOT	CLAIM
12-24-16	SLIP/FALL	FRACTURE	SLID DOWN AN ICY HILL (NON-COUNTY)	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM
12-24-16	CAT BITE	BITE	CAGING CAT	NORMAL	NORMAL DUTIES	ANIMAL	USE PPE WHEN POSSIBLE	CLAIM

Injury Report for		DECEMBER 2016					Report date: 1-12-17		Pg. 2 of 2
DATE	DESCRIPTION	TYPE	CAUSE	HAZARDOUS	UNSAFE ACT	CONTRIBUTING	CORRECTIVE ACTION	CLAIM or	
12-29-16	EXTRICATING MOTORIST	LACERATION, POSS BBP EXP	SHARP OBJECTS	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	CLAIM	
12-29-16	REPETITIVE DUTIES	CARPAL TUNNEL	TYPING, MOUSE WORK	NORMAL	NORMAL DUTIES	NONE	ERGO EVAL, STRETCHES	CLAIM	
12-31-16	RUNNING	PAIN	EMERGENCY CALL	NORMAL	NORMAL DUTIES	NONE	NO RECOMMENDATIONS	INCIDENT	

CLAIMS	20
INCIDENTS	7
TOTAL	<u>27</u>

DATE	DESCRIPTION	TYPE	CAUSE	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
1-1-17	TRIP/FALL	SPRAIN, STRAIN	POWER CORD	UNSAFE WALKING AREA	POOR PLANNING	IMPROPER PLACEMENT	ITEMS MOVED	CLAIM
1-5-17	MVA	NONE	ICE (NON-COUNTY)	UNSAFE SURFACE	NORMAL DUTIES	WEATHER	USE CARE	CLAIM
1-5-17	SLIP / FALL	STRAIN, CONTUSION	ICY STAIRS (NON-COUNTY)	UNSAFE WALKING SURFACE	NORMAL DUTIES	WEATHER	USE CARE	CLAIM
1-6-17	SLIP/FALL	FRACTURE	ICE (COUNTY)	UNSAFE WALKING SURFACE	NORMAL DUTIES	WEATHER	USE CARE	CLAIM
1-8-17	ALTERCATION	LACERATION	ALTERCATION	NORMAL	NORMAL DUTIES	ACT OF ANOTHER	NO RECOMMENDATIONS	CLAIM
1-10-17	SLIP/FALL	STRAIN	RECENTLY CLEANED FLOOR (COUNTY)	UNSAFE WALKING SURFACE	NORMAL DUTIES	NONE	USE CARE	CLAIM
1-11-17	TRIP / FALL	SPRAIN, STRAIN, CONTUSION	CO-WORKERS BOOT	BEING DETERMINED	BEING DETERMINED	UNKNOWN	USE CARE	CLAIM
12-Jan	SLIP / FALL	MULTIPLE	ICE (COUNTY)	UNSAFE WALKING SURFACE	NORMAL DUTIES	WEATHER	USE CARE	CLAIM

CLAIMS 8
 INCIDENTS 0
 TOTAL 8

DEPARTMENT BREAKDOWN AS OF 1-12-17

FY17 7-1-16 thru 1-11-17

DEPARTMENT	CLAIMS	INCIDENTS	TOTAL FOR DEPT
Alternative Sentencing			0
Animal Services	6	4	10
Assessors			0
Building & Safety			0
Crime Lab			0
CSD - Facilities & Admin			0
District Attorneys			0
District Court	3		3
Equipment Services	2		2
Flood			0
Health	1	1	2
Human Resources	1		1
Human Services	6	2	8
Juvenile Services	6	2	8
Libraries		3	3
Managers Office	1		1
Medical Examiner	4	1	5
Parks	2		2
Public Administrator	1		1
Public Defender			0
Recorders Office	1		1
Registrar of Voters			0
Reno Justice Court			0
Roads	4	2	6
Senior Services			0
Sheriffs Office	70	22	92
Sparks Justice Court	1		1
Technology Services	1	1	2
Treasurers			0
Water	1		1
TOTALS	111	38	149