

SAFETY COMMITTEE MEMBERS

Melinda Vander-Heyden – Chair
Marc Bello
Anne Stoll-Thompson
Cathy Hill
Celeste Wallick
Ben West
Victoria Nicolson-Hornblower



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 16, 2020

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. NRS 241.020(2)(d)(6) and (7).
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, at least 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.

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. Comments are to be made to the Safety Committee as a whole.
3. For possible action, a review and approval of the Washoe County Safety Committee meeting minutes of November 21, 2019.
4. For possible action, a presentation of Industrial Injury Summary Reports and recommendations of the Committee for prevention of work-related injuries or illnesses.
5. For possible action, a discussion on the Code 65 updates.
6. For possible action, a discussion and review of the fire prevention plan.
7. For possible action, a discussion and recommendations of mass notification software.
8. For possible action, a discussion on the communications training on Yammer and Twitter.
9. For possible action, a discussion and review of memo to Senior Services recommending clients drive appropriately and safely through the County's parking lot.
10. For possible action a discussion and recommendation of safety award nominations.
11. Discussion of topics for future agenda items.
12. 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. Comments are to be made to the Safety Committee as a whole.
13. Adjournment.



WASHOE COUNTY
COMPTROLLER'S DEPARTMENT

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SAFETY COMMITTEE MEETING MINUTES
COMPTROLLER CONFERENCE ROOM – 2ND FLOOR

November 21, 2019

1:30 PM

Call to Order

Member Deputy Melinda Vander-Heyden called the meeting to order at 1:34pm.

1. Roll Call

Deputy Melinda Vander-Heyden	Washoe County Sheriff's Deputy Association
Anne Stoll-Thompson	WCEA Representative
Celeste Wallick	Safety Analyst
Cathy Hill	Washoe County Comptroller and Risk Manager
Victoria Nicolson-Hornblower	Washoe County Nurse's Association
Lt. Darrin Rice	Washoe County Sheriff's Supervisory Deputies Association

Not present

Patricc McDonald	Washoe County CSD
Captain Marc Bello	Washoe County Sheriff's Supervisory Deputies Association
Ben West	Washoe County Manger's Office
Mary Kandaras	Legal Counsel for Committee

Public Present

Marissa Kuckoff	Washoe County Treasurer's Office
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2. Public Comment

There was no response to the call for public comment.

3. A review and approval of the Washoe County Safety Committee meeting minutes of September 19, 2019.

Anne Stoll-Thompson made a motion to approve the minutes with a change that Deputy Melinda Vander-Heyden was in attendance, seconded by Victoria Nicolson-Hornblower; motion passed unanimously.



Open Issues

4. Review and Discussion of Industrial Injury Summary Reports

Celeste Wallick sought input from the committee and any actions/suggestions in response to the reports and assisting other departments with safety issues. Celeste informed the committee that the reports have information from the beginning of the fiscal year, July 1st. She is wanting to reach out to the departments and let them know how they are doing as they are almost 6 months into the fiscal year. The County's homepage will be used as a reminder to safety recommendations. Cathy Hill noted that progress is being made at the Sheriff's with a reduction in claims. Celeste pointed out that 11 departments have improved, 10 departments are doing worse and 5 departments have remained the same with claims.

Victoria Nicolson-Hornblower made the recommendation to offer a monthly safety tip.

5. Discussion and possible action of Code 65 updates

This item tabled until the next meeting.

6. Discussion and review of the fire prevention plan

There were no additional notes from the committee therefore Celeste Wallick will bring the final plan back to the committee.

Members of the committee were not aware of the notice that was sent out using Yammer stating that personal heaters and coffee ports were not allowed throughout the County. Celeste further explained this was for equipment that did not have automatic shut off or had a hot plate associated with the equipment.

Lt. Darrin Rice inquired as to what Yammer was at it is not used at the Sheriff's. It was recommended that the Sheriff's department reach out to Technology Services regarding their Yammer notifications.

7. Discussion and recommendation of mass notification software

This item tabled until the next meeting.

8. Discussion on the status of the safety culture assessment by USI

Cathy Hill informed the committee that she had spoken to Doreen Ertell. USI has started the interview process with a couple of manager and department heads and will be continuing the assessment with employees throughout other departments.

9. Discussion and recommendation for safety award nominations

There were not nominations received.

10. Topics for future agendas

- a. Code 65 update
- b. Review of the fire prevention plan
- c. Mass notification software
- d. Safety award nomination
- e. Communications training – Twitter and Yammer

- f. Notification to people picking up people in the daybreak program – ignoring stop signs and speeding through dark spots in the County’s parking lot. A recommendation to be made to Senior Services.

11. Public Comment

Marissa Kuckoff asked how County employees will be notified and selected about the safety culture assessment? Cathy Hill stated that it will be discussed at a future committee meeting.

12. Meeting adjourned at 1:59pm.

**WORKER'S COMPENSATION
TIME LOST FROM WORK IN CY20
as of 1-7-20**

CURRENT STATUS	DEPARTMENT	INCIDENT DATE	DIAGNOSIS	MECHANISM	LOST DAYS	RESTRICTED DAYS
OFF WORK	CSD	10/8/2018	STRAIN	LIFTING/MOVING HEAVY ITEM	100	348

TOTALS 100 348

NOTE: TOTAL NUMBER OF LOST AND RESTRICTED WORK DAYS ARE ANY THAT QUALIFY SINCE THE INCIDENT DATE

DATE	INCIDENT	INJURY	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
11-3-19	ALTERCATION DURING AN ARREST	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
11-4-19	BENDING OVER DURING A SEARCH	STRAIN	NORMAL	NORMAL	NONE	USE A SEARCH MIRROR	CLAIM
11-5-19	TRIP/FALL ON SIDEWALK SEAM	STRAIN	UNEVEN WALKING SURFACE (COUNTY)	UNKNOWN	UNKNOWN	PAY ATTENTION	IO
11-8-19	SEARCHING POCKET OF INMATE	PUNCTURE	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
11-8-19	ENTERED CONDEMNED PROPERTY	EXPOSURE	UNKNOWN POSSIBLE CONTAMINANTS AT DWELLING	NORMAL	NONE	WEAR PPE	3 IOs
11-8-19	FELL WHEN MISJUDGED LAST STEP	SPRAIN, LACERATION/ABRASION	NORMAL	INATTENTION	NONE	PAY ATTENTION	CLAIM
11-12-19	STRUCK BY OFFICE DOOR	NONE REPORTED	LIMITED VISIBILITY - FROSTED GLASS	NORMAL	ANOTHER EMPLOYEE WAS EXITING AS THIS EMPLOYEE WAS ENTERING	NONE	IO
11-13-19	ALTERCATION DURING AN ARREST	CONTUSION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
11-13-19	ALTERCATION DURING AN ARREST	ABRASION, SWELLING, PAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
11-14-19	RUNNING & ROLLED FOOT OFF SIDEWALK	STRAIN	NORMAL	NORMAL	AVOIDING PEDESTRIANS	NONE	CLAIM
11-14-19	MVA - RAN OFF ROAD INTO A DITCH	LACERATION, ABRASIONS, CONTUSIONS	NORMAL	LOST CONTROL OF VEHICLE	NONE	REDUCE SPEED, MAINTAIN CONTROL OF VEHICLE	CLAIM
11-14-19	ALTERCATION DURING AN ARREST	PUNCTURE, SCRATCHES	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
11-15-19	REACHED INTO A HOLE WHEN FIXING A GUARDRAIL & WAS STUCK BY A NEEDLE	PUNCTURE	NEEDLE UNSEEN IN DEBRIS	NORMAL	AREA WAS TOO TIGHT TO RAKE, NEEDLE POKED THROUGH LEATHER GLOVES	USE A SCREWDRIVER TO REMOVE DEBRIS IN SMALL AREAS	CLAIM
11-16-19	RESPONDED TO A HOUSE FIRE & BREATHED IN SMOKE	EXPOSURE	SMOKE FROM STRUCTURE FIRE	NORMAL	UNKNOWN	WEAR PPE WHEN POSSIBLE, PARK AND STAND UPWIND	IO
11-17-19	PUTTING DOG IN TRUCK	DOG BITE	NORMAL	NORMAL	ANIMAL	USE PPE	CLAIM
11-18-19	DT TRAINING	STRAIN	NORMAL	NORMAL	NONE	STRETCHING	CLAIM
11-18-19	DT TRAINING	SPRAIN	NORMAL	NORMAL	NONE	STRETCHING	CLAIM
11-18-19	DT TRAINING	PAIN	NORMAL	NORMAL	PHYSICAL TRAINING	STRETCHING	IO
11-18-19	DT TRAINING	POPPING	NORMAL	NORMAL	PHYSICAL TRAINING	STRETCHING	IO
11-18-19	FELT PAIN IN CHEST AREA	ABNORMAL FINDING	NORMAL	NORMAL	UNKNOWN	FOLLOW UP WITH DOCTOR	IO
11-20-19	RESPONDING TO CALL	STRESS	NORMAL	NORMAL	NONE	NONE	CLAIM
11-20-19	INSECT BITE WHEN WORKING	INSECT BITE	UNKNOWN	NORMAL	UNKNOWN	AREA FUMIGATED	IO
11-20-19	ELEVATED HEART RATE, SHAKING	ABNORMAL FINDING	NORMAL	NORMAL	UNKNOWN	FOLLOW UP WITH DOCTOR	IO

Injury Report for		NOVEMBER 2019					Report as of 1-7-20		Page 2 of 2
DATE	INCIDENT	INJURY	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT		
11-22-19	EMERGENCY RESPONSE TRAINING	FRACTURE	NORMAL	NORMAL	NONE	NONE	CLAIM		
11-22-19	MVA - REAR-ENDED	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	2 CLAIMS		
11-23-19	ALTERCATION DURING AN ARREST	CONTUSION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM		
11-23-19	ALTERCATION DURING AN ARREST	ABRASIONS	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO		
11-23-19	ALTERCATION DURING AN ARREST	PAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO		
11-24-19	PHYSICAL TRAINING - PUSHUPS	STRAIN	NORMAL	NORMAL	NONE	STRETCHING	CLAIM		
11-25-19	A DOG JERKED WHEN BEING HELD	STRAIN	NORMAL	NORMAL	ANIMAL	MAINTAIN CONTROL	CLAIM		
11-27-19	IDT TRAINING	PAIN, SWELLING	NORMAL	NORMAL	NONE	STRETCHING	IO		

CLAIMS 18
 INCIDENTS 16
 TOTAL 34

DECEMBER 2019

Injury Report for

DATE	INCIDENT	INJURY	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
12-1-19	RESPONDING TO A MVA IN A DITCH	SPRAIN, TENDONITIS	UNEVEN WALKING SURFACE (NON-COUNTY)	NORMAL	ICE, SNOW, UNEVEN SURFACE	NONE	CLAIM
12-3-19	PLAYING CHARITY BASKETBALL GAME	TEAR	NORMAL	NORMAL	OVEREXERTION	STRETCHING	CLAIM
12-4-19	DT TRAINING	STRAIN	NORMAL	NORMAL	NONE	STRETCHING	CLAIM
12-4-19	SLIP/FALL ON ENTRANCE MAT	CONTUSION	OLD, WORN SMOOTH MAT	LACK OF MAINTENANCE	WET FROM RAIN	MAT REMOVED AND REPLACED	IO
12-5-19	STEPED INTO POT HOLE	PAIN	UNEVEN SURFACE (NON-COUNTY)	NORMAL	NONE	NONE	CLAIM
12-6-19	DT TRAINING	STRAIN	NORMAL	NORMAL	NONE	NONE	CLAIM
12-6-19	ALTERCATION WITH INMATE	CONTUSION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
12-8-19	ALTERCATION WITH INMATE	EXPOSURE	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
12-11-19	LIFTING/MOVING HEAVY MANHOLE COVERS	STRAIN	NORMAL	NORMAL	THE LIDS ARE HEAVY	TRAINING ON PROPER LIFTING TECHNIQUES	CLAIM
12-11-19	FELL OFF OF A TABLE	STRAIN, CONTUSION	NORMAL	STANDING ON A TABLE	UNSAFE ACT	COUNSELING BY DEPARTMENT	CLAIM
12-13-19	ALTERCATION DURING AN ARREST	STRAIN, CONTUSION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
12-19-19	MOVING A VEHICLE SEAT CHOKED ON FOOD & RECEIVED	CONCUSSION	NORMAL	NORMAL	SEAT MOVED FORWARD QUICKLY	REVIEW SEAT FUNCTIONS, KEEP BODY AWAY	CLAIM
12-21-19	ABDOMINAL THRUSTS	CHOKING	NORMAL	UNKNOWN	NONE	USE CARE	CLAIM
12-25-19	FOOT PURSUIT	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
12-31-19	ALTERCATION WITH INMATE ELEVATED HEART RATE, DIZZY, SWEATING	NONE REPORTED	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
12/31/2019		ABNORMAL FINDING	NORMAL	NORMAL	UNKNOWN	FOLLOW UP WITH DOCTOR	IO

CLAIMS 11
 INCIDENTS 5
 TOTAL 16

DEPARTMENT BREAKDOWN
as of 1-7-20

FY 19
7-1-18 thru 12-31-18

FY 20
7-1-19 thru 12-31-19

DEPARTMENT	CLAIMS	INCIDENTS	TOTAL	CLAIMS	INCIDENTS	TOTAL
Alternative Sentencing	2		2	1	1	2
Animal Services	6	6	12	9	5	14
Assessors	1		1		1	1
Building & Safety			0			0
Clerk's Office	1		1			0
Crime Lab	3	3	6	3	3	6
Comptrollers	1	1	2		1	1
CSD - Facilities & Admin	3	1	4	2	1	3
District Attorneys	2		2		3	3
District Court	1		1			0
Equipment Services	1		1			0
Flood			0			0
Health		3	3	3	2	5
Human Resources			0		1	1
Human Services	6	1	7	7	5	12
Incline Village Justice Ct.	1		1			0
Juvenile Services	3		3	1	2	3
Libraries	1	4	5	2	4	6
Managers Office			0	1	2	3
Medical Examiner			0		1	1
Parks	1		1	3		3
Public Administrator			0			0
Public Defender	1	1	2			0
Public Guardian	1		1			0
Recorders Office			0	2	1	3
Registrar of Voters		1	1			0
Reno Justice Court			0			0
Roads	4	1	5	2	1	3
Sheriffs Office	60	20	80	50	32	82
Sparks Justice Court			0			0
Technology Services	1	1	2			0
Treasurers		1	1			0
Water	1	1	2	1		1
TOTALS	101	45	146	87	66	153

MONTHLY COMPARISON
as of 1-7-20

	FY15			FY16			FY17			FY18			FY19			FY20			
	CLAIMS	IR'S	TOTAL	CLAIMS	IR'S	TOTAL	CLAIMS	IR'S	TOTAL	CLAIMS	IR'S	TOTAL	CLAIMS	IR'S	TOTAL	CLAIMS	IR'S	TOTAL	DENIED
JULY	17	6	23	12	12	24	17	6	23	8	12	20	10	8	18	15	19	34	2
AUG	10	12	22	22	13	35	22	5	27	19	7	26	20	3	23	19	8	27	2
SEPT	19	15	34	18	8	26	18	12	30	14	6	20	17	9	26	11	8	19	4
OCT	22	7	29	15	7	22	15	5	20	17	7	24	23	13	36	13	10	23	1
NOV	12	11	23	15	4	19	14	3	17	15	12	27	11	9	20	18	16	34	0
DEC	14	10	24	18	9	27	22	8	30	17	2	19	20	3	23	11	5	16	
JAN	16	8	24	23	22	45	24	10	34	10	5	15	5	12	17				
FEB	18	6	24	17	21	38	22	5	27	11	14	25	12	14	26				
MAR	22	8	30	15	18	33	18	10	28	12	16	28	13	14	27				
APR	18	8	26	18	11	29	12	11	23	13	9	22	8	10	18				
MAY	16	9	25	20	3	23	13	8	21	10	29	39	12	15	27				
JUN	11	12	23	13	8	21	14	4	18	21	37	58	9	6	15				
	195	112	307	206	136	342	211	87	298	167	156	323	160	116	276	87	66	153	9

6 MONTHS

155

153

147

136

146

153

December 23, 2019

To: Abby Badolato – Senior Services Human Services Coordinator

From: Washoe County Safety Committee

Sub: Senior Center parking area

The purpose of the County Safety Committee is to serve in the advisory capacity in all matters relating to safety and health of county officers, employees, volunteers, and the public. A request was made by employees of Washoe County to the Safety Committee to bring to the attention of the Senior Center participants the concern of speeding in the County's parking lot.

It has been observed, on more than one occasion, drivers associated with picking up participants of the Day Break center speeding through the County's parking lots and narrowly missing pedestrians, Washoe County employees, walking through the parking lot to get to their vehicles.

The Safety Committee requests that you, or your designee, ask that anyone driving on Washoe County property watch out for pedestrians and drive cautiously when driving through the County's parking lot.

If you would like to present any additional information or have any questions you have the option to meet with the Safety Committee at its next regularly scheduled meeting on March 19, 2020, at 1001 E. Ninth St., Building D 2nd Floor, Comptroller conference room. Please contact Comptroller Cathy Hill no later than March 8, 2020, in order to be placed on the agenda. Please send a written response on what action was taken to Cathy Hill.