

**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**  
Wade Carner

**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, 2<sup>nd</sup> Floor  
VIA TEAMS  
(775) 325-0620**

**Meeting ID Conference ID: 360 522 508#**

**November 19, 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. 9<sup>th</sup> 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](http://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, 2<sup>nd</sup> 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 September 17, 2020.
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 recommendations, on the update of COVID-19 activities and safety concerns.
7. For possible action, a discussion and recommendations for winter messaging.
8. For possible action a discussion on the results of the committee reminding fellow coworkers of their role on the Safety Committee and suggestions for changes/activities.
9. For possible action a discussion and recommendation of safety award nominations.
10. Discussion of topics for future agenda items.
11. 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.
12. Adjournment.



**WASHOE COUNTY**  
**COMPTROLLER'S DEPARTMENT**

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**SAFETY COMMITTEE MEETING MINUTES**  
**COMPTROLLER CONFERENCE ROOM – 2<sup>ND</sup> FLOOR**  
**MEETING HELD VIA TEAMS**

**September 17, 2020**

**1:30 PM**

**Call to Order**

Deputy Melinda Vander-Heyden called the meeting to order at 1:31pm.

**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
Wade Carner	Legal Counsel for Committee
Ben West	Washoe County Manager's Office

**Not present**

Captain Marc Bello	Washoe County Sheriff's Supervisory Deputies Association
Patrice McDonald	Washoe County CSD

**Public Present**

None

**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 July 16, 2020.**

Victoria Nicolson-Hornblower made a motion to approve the minutes, seconded by Anne Stoll-Thompson; 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 that start on page 6. Celeste explained that she added a graph that shows historical information between claims and incidents. The committee stated they liked the addition and instructed Celeste to continue with this addition. A claim that caused concern occurred on September 2, 2020 as it involved an employee riding on the back of a backhoe so that he would not have to walk back to his vehicle. The employee fell off the backhoe fracturing his ankle. Celeste reached out to the department detailing the activity and has not yet heard from the department. The committee shares concern with Celeste on this claim.

There currently have not been any claims for people working from home and only incidents for COVID-19 claims.

### 5. Discussion and possible action of Code 65 updates

This item tabled until the next meeting.

### 6. Discussion and recommendations on the update of COVID-19 activities and safety concerns

Cathy Hill reminded the committee that what was previously discussed were the entry requirements for employees and public into County facilities. Human Services Agency had asked the County about having a trick or treat activity for foster care kids in the back of the parking lot at the Administrative Complex on 9<sup>th</sup> Street. Cathy asked Ben West if the Governor had canceled trick or treating events. Ben will look into it and find out. He has also been working with HSA on cones and vests for safety.

Deputy Vander-Heyden stated that employees are required to wear masks except in the downstairs area when talking with inmates. Visitation at the jail is still occurring via video with only professional visits occurring in person.

Ben West informed the committee that there have only been a couple of incidents where the visiting public was not willing to wear a mask. In person trials are scheduled to start next week at the courthouses.

### 7. Discussion and update on employee security screenings

Cathy Hill informed the committee that this item ties with item number 6.

### 8. Discussion and possible action on recommendation of safety award nominations

There are no new nominations at this time.

### 9. Topics for future agendas

- a. Code 65 update
- b. COVID-19 updates
- c. Safety award nominations

- d. Winter safety messaging
- e. Industrial injury summary reports
- f. Remind departments they are on the committee and what would they like to see in 20/21 to get suggestions
- g. Update on employee claim for riding backhoe

**10. Public Comment**

There was no response to the call for public comment

- 11.** Meeting adjourned at 2:04 p.m.

**WORKER'S COMPENSATION  
TIME LOST FROM WORK IN CY20  
as of 11-10-20**

CURRENT STATUS	DEPARTMENT	INCIDENT DATE	DIAGNOSIS	MECHANISM	LOST DAYS	RESTRICTED DAYS
PERMANENT RESTRICTIONS	CSD	10/8/2018	STRAIN	LIFTING/MOVING HEAVY ITEM	283	362
RESTRICTED DUTY	CSD	9/2/2020	MULTIPLE	FELL OFF OF EQUIPMENT	61	4
RESTRICTED DUTY	HUMAN SERVICES	7/13/2018	TEAR	TRIP/FALL ON SIDEWALK	68	680
RESTRICTED DUTY	HUMAN SERVICES	8/14/2020	FRACTURE	TRIP/FALL OVER RUG	10	102
OFF WORK	JUVENILE SERVICES	1/7/2020	TEAR	PHYSICAL TRAINING	60	196
RESTRICTED DUTY	JUVENILE SERVICES	1/16/2020	TEAR	SLIP/FALL ON ICE	44	242
RESTRICTED DUTY	SHERIFF'S OFFICE	11/18/2019	TEAR	PHYSICAL TRAINING	15	291
FULL DUTY	SHERIFF'S OFFICE	11/24/2019	TEAR	PHYSICAL TRAINING	26	266
FULL DUTY	SHERIFF'S OFFICE	12/1/2019	STRAIN	WALKING DOWN EMBANKMENT	24	238
FULL DUTY - CLOSED	SHERIFF'S OFFICE	12/3/2019	TEAR	PHYSICAL TRAINING	5	77
RESTRICTED DUTY	SHERIFF'S OFFICE	2/12/2020	TEAR	ALTERCATION DURING ARREST	19	30
FULL DUTY - CLOSED	SHERIFF'S OFFICE	3/7/2020	FRACTURE	ALTERCATION WITH INMATE	19	56
RESTRICTED DUTY	SHERIFF'S OFFICE	4/27/2020	TEAR	LIFTING/MOVING HEAVY ITEM	17	180
FULL DUTY - CLOSED	SHERIFF'S OFFICE	6/22/2020	STRAIN	ALTERCATION DURING ARREST	19	12
FULL DUTY	SHERIFF'S OFFICE	6/26/2020	CONTUSION	STRUCK AGAINST A ROCK	48	0
FULL DUTY	SHERIFF'S OFFICE	7/8/2020	TEAR	PHYSICAL TRAINING	19	24
TOTALS					737	2760

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

Injury Report for		SEPTEMBER 2020				Report as of 11-10-20		
DATE	INCIDENT	INJURY	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM OF INCIDENT	
9-1-20	DOG BIT WHEN BEING CARRIED FOR VACCINATIONS	DOG BITE	NORMAL	FAILURE TO WEAR PPE	ANIMAL	USE PPE OR MUZZLE DOGS	IO	
9-2-20	EE STANDING ON A BACKHOE AS A RIDER & FELL OFF WHEN IT HIT A BUMP/DRIVER USED BRAKES	TEAR, STRAINS	BOTH DRIVER AND RIDER WERE VIOLATING PROCEDURE	RIDERS ARE NOT ALLOWED ON EQUIPMENT	BOTH DRIVER AND RIDER WERE VIOLATING PROCEDURE	TRAINING, COUNSELING, DISCIPLINE	CLAIM	
9-4-20	ALTERCATION WITH ARRESTEE	LACERATION, POSS BBP	NORMAL	NORMAL	ACT OF ANOTHER	WEAR PPE WHENEVER POSSIBLE	IO	
9-8-20	INJECTION NEEDLE SCRAPED AGAINST EMPLOYEE	LACERATION	NORMAL	UNSAFE BODY POSITION	NONE	USE CARE	CLAIM	
9-9-20	ANNUAL PHYSICAL	HEARING LOSS	NORMAL	NORMAL	UNKNOWN	WEAR PPE WHENEVER POSSIBLE	IO	
9-11-20	LOUD NOISE AT A TRAFFIC ACCIDENT SCENE	TINNITUS	NORMAL	NORMAL	UNKNOWN CAUSE FOR LOUD NOISE	WEAR PPE WHENEVER POSSIBLE	IO	
9-14-20	HIT BOX KNIFE BLADE WHEN CUTTING CARDBOARD BOXES	LACERATION	NORMAL	UNSAFE BODY POSITION	INATTENTION?	USE CARE	IO	
9-15-20	LIFTED DOG INTO SUV	DOG BITE	NORMAL	LACK OF PPE	ANIMAL	USE PPE OR MUZZLE DOGS	CLAIM	
9-18-20	ALTERCATION WITH ARRESTEE	HYPEREXTENSION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM	
9-18-20	ALTERCATION WITH ARRESTEE	CONTUSION, PAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM	
9-18-20	ALTERCATION WITH ARRESTEE	EXPOSURE	NORMAL	NORMAL	ACT OF ANOTHER	NONE - PPE WAS NOT POSSIBLE	IO	
9-21-20	WHEEL ON GATE ROLLED OVER FOOT WHEN BEING OPENED	CONTUSION, ABRASION	NORMAL	UNSAFE BODY POSITION		REQUEST GATE BE LEFT OPEN UNTIL 6 PM; LUBRICATE WHEEL TO MAKE IT MOVE EASIER	IO	
9-22-20	PHYSICAL TRAINING	STRAIN	VOLUNTARY	UNKNOWN	UNKNOWN	USE CARE	CLAIM	
9-23-20	PHYSICAL TRAINING	PAIN, CONTUSION	NORMAL	NORMAL	NONE	NONE	CLAIM	
9-24-20	PHYSICAL TRAINING	SPRAIN	NORMAL	NORMAL	NONE	NONE	IO	
9-28-20	ALTERCATION WITH INMATE	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	AGGRAVATED PRIOR INJURY	CLAIM	
9-29-20	PHYSICAL TRAINING	STRAIN	NORMAL	NORMAL	NONE	NONE	IO	
9-29-20	LIGHT FIXTURE COVER FELL WHEN EE WAS REPLACING IT	LACERATION	NORMAL	NORMAL	COVER FELL UNEXPECTEDLY	USE CARE	CLAIM	
9-30-20	PHYSICAL TRAINING	SPRAIN	NORMAL	NORMAL	NONE	NONE	CLAIM	
9-30-20	SLIP/FALL DOWN STAIRS	PAIN	NORMAL (NON-COUNTY)	UNKNOWN	UNKNOWN	USE CARE	IO	

CLAIMS 10  
 INCIDENTS 10  
 TOTAL 20

Injury Report for		OCTOBER 2020		Report as of 11-10-20			
DATE	INCIDENT	INJURY	HAZARDOUS CONDITION	UNSAFE ACT	CONTRIBUTING FACTOR	CORRECTIVE ACTION	CLAIM or INCIDENT
10-1-20	OPENED A WOODEN GATE AT A CLIENTS HOME	PUNCTURE	UNSEEN SHARP OBJECT ON GATE	NORMAL	NONE	USE CARE	IO
10-1-20	TRIP/FALL OVER CEMENT PARKING BLOCK IN LOT	STRAIN	NORMAL	INATTENTION	NONE	PAY ATTENTION	IO
10-1-20	DISTURBED WASP/YELLOW JACKET NEST	STINGS, SWELLING	UNSEEN NEST	NORMAL	INSECTS	CONTACTED PROPERTY OWNER TO REMOVE NEST	CLAIM
10-1-20	WORKED WITH CO-WORKER POSITIVE FOR COVID 19	EXPOSURE	NORMAL	NORMAL	NONE	USE PPE WHEN POSSIBLE	3 Ios
10-2-20	MVA - REAR ENDED	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
10-5-20	LIFTING, MOVING MACHINES & CARTS & STANDING ALL DAY	PAIN	NORMAL	NORMAL		STRETCHING	IO
10-6-20	WALKING IN HALL & FELT A "SNAP"	PAIN	NORMAL	NORMAL	UNKNOWN	NONE	IO
10-7-20	WORKED WITH CO-WORKER POSITIVE FOR COVID 19	EXPOSURE	NORMAL	NORMAL	NONE	USE PPE WHEN POSSIBLE	5 Ios
10-8-20	ANNUAL PHYSICAL	ABNORMAL FINDING	NORMAL	NORMAL	NONE	NONE	CLAIM
10-8-20	PHYSICAL TRAINING	STRAIN	NORMAL	NORMAL	NONE	NONE	CLAIM
10-8-20	REACHING TO CATCH AN ANIMAL	STRAIN	NORMAL	NORMAL	ANIMAL	NONE	CLAIM
10-9-20	K9 BIT DURING APPREHENSION	DOG BITE	NORMAL	NORMAL	ANIMAL	NONE	CLAIM
10-10-20	RELACING COVER ON USB BOX	ELECTRIC SHOCK	DAMAGED USB BOX	UNSAFE BODY POSITION	UNIT SHOULD NOT HAVE HAD POWER	REMOVED USB	IO
10-12-20	PHYSICAL TRAINING	STRAIN	NORMAL	NORMAL	NONE	NONE	CLAIM
10-16-20	MVA - DRIVER	CONTUSION	NORMAL	NORMAL	UNKNOWN	NONE	CLAIM
10-16-20	MVA - PASSENGER	CONTUSIONS	NORMAL	NORMAL			CLAIM
10-17-20	ALTERCATION WITH ARRESTEE	HUMAN BITE	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM
10-19-20	TRIP/FALL ON SIDEWALK WHEN COUNTING VOTERS	MULTIPLE PAIN	NORMAL	INATTENTION	COUNTING PEOPLE	PAY ATTENTION	CLAIM
10-21-20	CARRYING/STACKING PALLETS		NORMAL	UNKNOWN	UNKNOWN	TRAINING ON PROPER LIFTING	IO
10-22-20	CLOSED FINGER IN DOOR	CRUSH INJURY, CONTUSIONS	NORMAL	UNSAFE BODY POSITION	UNKNOWN	PAY ATTENTION	CLAIM
10-22-20	PHYSICAL TRAINING	STRAIN	NORMAL	NORMAL	NONE	NONE	CLAIM
10-22-20	ALTERCATION WITH ARRESTEE	LACERATION	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
10-25-20	ALTERCATION WITH ARRESTEE	ABRASIONS	NORMAL	NORMAL	ACT OF ANOTHER	NONE	IO
10-27-20	MVA - MOTORCYCLE VS POLE	PAIN	NORMAL	HIT POST	TRAINING	CONTINUE TRAINING	CLAIM
10-29-20	WORKED WITH CO-WORKER POSITIVE FOR COVID 19	EXPOSURE	NORMAL	NORMAL	NONE	USE PPE WHEN POSSIBLE	IO
10-30-20	TESTED POSITIVE FOR COVID 19	EXPOSURE	NORMAL	NORMAL	UNKNOWN	USE PPE WHEN POSSIBLE	IO
10-31-20	ALTERCATION WITH INMATE	STRAIN	NORMAL	NORMAL	ACT OF ANOTHER	NONE	CLAIM

CLAIMS 15  
INCIDENTS 18  
TOTAL 33



Report as of 11-10-20

**FY 20**  
7-1-19 thru 11-30-19

**FY 21**  
7-1-20 thru 11-10-20

DEPARTMENT	CLAIMS	INCIDENTS	TOTAL	CLAIMS	INCIDENTS	TOTAL
Alternative Sentencing	1	1	2	1	1	2
Animal Services	9	5	14	2	3	5
Assessors		1	1			0
Building & Safety			0			0
Clerk's Office			0			0
Crime Lab	3	3	6		1	1
Comptrollers		1	1		1	1
CSD - Facilities & Admin	2	1	3	1	1	2
District Attorneys		3	3			0
District Court			0			0
Equipment Services			0			0
Flood			0			0
Health	3	2	5	6	11	17
Human Resources		1	1			0
Human Services	5	4	9	2	3	5
Incline Village Justice Ct.			0			0
Juvenile Services	1	1	2			0
Libraries	2	3	5		1	1
Managers Office	1	2	3			0
Medical Examiner		1	1	2		2
Parks	3		3			0
Public Administrator			0			0
Public Defender			0			0
Public Guardian			0			0
Recorders Office	2	1	3			0
Registrar of Voters			0	1		1
Reno Justice Court			0	1	1	2
Roads	1	1	2	2	1	3
Sheriffs Office	42	28	70	29	22	51
Sparks Justice Court			0			0
Technology Services			0			0
Treasurers			0			0
Water	1		1			0
<b>TOTALS</b>	<b>76</b>	<b>59</b>	<b>135</b>	<b>47</b>	<b>46</b>	<b>93</b>

**MONTHLY COMPARISON**  
as of 11-10-20

	<b>FY20</b>				<b>FY21</b>			
	CLAIMS	IR'S	TOTAL	DENIED	CLAIMS	IR'S	TOTAL	DENIED
JULY	15	19	34	2	10	12	22	1
AUG	19	8	27	3	11	6	17	2
SEPT	11	8	19	4	10	10	20	1
OCT	13	9	22	2	15	18	33	0
NOV	18	15	33	2	1	0	1	0
DEC	12	5	17	3				
JAN	16	11	27	3				
FEB	18	7	25	3				
MAR	19	19	38	3				
APR	12	17	29	3				
MAY	5	7	12	1				
JUN	14	11	25	0				
	<b>172</b>	<b>136</b>			<b>47</b>	<b>46</b>	<b>93</b>	

as of Nov 30

**135**