



# 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

November 19, 2020

1:30 PM

#### Call to Order

Cathy Hill called the meeting to order at 1:32pm. The meeting was turned over to Deputy Melinda Vander-Heyden at 1:33pm.

#### 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
Captain Marc Bello	Washoe County Sheriff's Supervisory Deputies Association

#### Not present

Patricc McDonald	Washoe County CSD
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#### 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 September 17, 2020.

Celeste Wallick 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 provided an update on the CSD employee who was riding on a backhoe – a meeting was held with the driver and the passenger by CSD with the understanding that the activity was not acceptable or allowed. CSD documented that no discipline would be occurring unless there were future violations. Cathy Hill stated that she was disappointed with the lack of discipline given the severity of the injury and the effect that this injury is having on the injured employee, not being able to work, the costs as well as other members of the department having to assume the work of the injured employee while off of work and during light duty.

Ben West asked if there was an assumption if an employee was exposed at work for contracting COVID-19. As there have been positive cases at Washoe County, it currently is an assumption.

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. For possible action, a discussion and recommendations on the update of COVID-19 activities and safety concerns

Cathy Hill explained that the Committee had asked that this be added to the agenda for updates to the Committee. She asked for an update on the activities at the jail on whether screenings were still happening. Deputy Melinda Vander-Heyden stated that procedures are still being followed and it has not been determined if COVID-19 was brought in by an inmate or employee. Belfor is scheduled to disinfect the entire facility this weekend. Inmates with COVID-19 or have symptoms are being isolated and tested to stop the spread and minimize exposure. Cathy Hill asked if the custodial crew were required to be screened as well. The Deputy confirmed that yes the custodial company follows the same procedures.

Captain Bello explained that the bleach that Belfor will be using to clean the facility are organic based products that are safe on all areas as well as food prep stations. Celeste inquired whether it would affect the respiratory system of anyone at the facility. Captain Bello informed Celeste Wallick that people will be moved out of the area when the cleaning will be occurring. People will not return until the allotted timeframe has passed. Employees are also required to wear face masks on the main floor.

Ben West added that the public are physically showing up in the Building B lobby and the clinic for testing. There are signs on the sides of the building and entrances stating that COVID testing is not occurring in the building. He sought input from the Committee for thoughts on preventing the public showing up. Victoria Hornblower-Nicolson also asked about signage at the entry of the complex.

Captain Bello stated that there has not been a breach in single point of entry that may have caused the breakout at the jail.

7. **Discussion and update on winter messaging**

Ben West informed the Committee that the messaging is already on the County's intranet site. Anne Stoll-Thompson asked about messaging associated with winter driving.

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.**

Victoria Hornblower-Nicolson said the nurses association wanted to know if this was the correct committee to discuss the smoke at the TB clinic. It is constant outside air coming into the building. Employees were uncomfortable with the smoke from the local fires affecting their breathing and their throats. Cathy Hill informed Victoria to put in a request to CSD through Facility Dude to look at the building for a solution. Also to inform the Committee of the update of the request.

Victoria Hornblower-Nicolson also asked about the emergency plans that are in the hallways at the Health District. She asked about a shorter version for the exam rooms so that employees don't have to exit the exam rooms to find the emergency plan for appropriate actions. Victoria showed an example to the Committee.

No other members had information for their Unions on their inquiry.

9. **Discussion and possible action on recommendation of safety award nominations**

Celeste Wallick received a nomination from Victoria Hornblower-Nicolson on a nomination for all CCHS departments and employees – Community Health Services stating that all departments stepped up in their duties for safety of the community. Cathy Hill agreed that this was worth acknowledging, however recognizing each individual employee may not be feasible, however mentioning it at the next appropriate BCC meeting is needed. It is believed that the Health District will be recognized at or near the end of the COVID-19 event. Victoria will revise her nomination to reflect Lisa Lottritz as the primary nominee.

10. **Topics for future agendas**

- a. Code 65 update
- b. COVID-19 updates
- c. Safety award nominations
- d. Industrial injury summary reports
- e. Chairperson nominations
- f. Policies – emergency action, workplace safety program, driver's policy
- g. Possible change of meeting dates

11. **Public Comment**

There was no response to the call for public comment

12. Meeting adjourned at 2:14pm.