

SAFETY COMMITTEE MEMBERS

Melinda Vander-Heyden - Chair
Anne Stoll-Truelock
Cathy Hill
Celeste Wallick
Ben West
Victoria Nicolson-Hornblower
Jay Slocum



**LEGAL COUNSEL TO THE
SAFETY COMMITTEE**
Chaz Lehman

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 AND
Remotely via Microsoft Teams
(775) 325-0620, meeting ID 12128177**

**September 16, 2021
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); 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 July 14, 2021.
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 review of the communication summary from Ben West.
8. For possible action a discussion and recommendation of safety award nominations.
9. For discussion, activities, events, notifications to be accomplished by year-end.
10. For possible action, a discussion on the activity and events notifications.
11. For possible action, a discussion of removing reference of Patricc McDonald on Safety Committee.
12. Discussion of topics for future agenda items.
13. 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.
14. Adjournment.



WASHOE COUNTY
COMPTROLLER'S DEPARTMENT

Cathy Hill, Comptroller
1001 E. 9th Street, Bldg. D, Room 200
Reno, NV 89512
PHONE: (775) 328.2552
FAX: (775) 328.6120

SAFETY COMMITTEE MEETING MINUTES
COMPTROLLER CONFERENCE ROOM – 2ND FLOOR
MEETING HELD VIA TEAMS

July 14, 2021

1:30 PM

Call to Order

Deputy Melinda Vander-Heyden called the meeting to order at 1:30pm.

1. Roll Call

| | |
|------------------------------|--------------------------------------------|
| Deputy Melinda Vander-Heyden | Washoe County Sheriff's Deputy Association |
| Anne Stoll-Truelock | WCEA representative |
| Celeste Wallick | Safety Analyst |
| Victoria Nicolson-Hornblower | Washoe County Nurse's Association |
| Wade Carner | Legal Counsel for Committee |
| Ben West | Washoe County Manager's Office |
| Cathy Hill | Washoe County Comptroller and Risk Manager |
| Jay Slocum | Washoe County Public Attorneys Association |

Not present

Patricc McDonald Washoe County CSD

Public Present

Doreen Ertell

2. Public Comment

There was no response to the call for public comment.

3. For possible action, a review and approval of the Washoe County Safety Committee minutes of May 20, 2021.

Celeste Wallick made a motion to approve and accept the May 20th minutes, seconded by Ben West, motion passed unanimously.

Open Issues

4. Review and Discussion of Industrial Injury Summary Reports



Deputy Vander-Heyden stated she reviewed the reports and did not note anything unusual. Celeste informed the committee that there was a second instance where an injury was reported involving a monkey. The animal caretakers will start wearing protective equipment when encountering the monkey.

Cathy Hill inquired about the incident surrounding an employee's arm being pulled into a vacuum. Celeste explained that the department will be counseling the employee as the accident was an avoidable unsafe act. The employee was pushing a clog with a pole into a vacuum tube that pulled the employee and the pole into the tube. The machine involved was an industrial sized street cleaner.

Celeste directed the committee's attention to page 11 which shows a historical look at claims and costs. Celeste's prepares the report once a year.

No recommendations were offered by the committee.

5. Discussion and possible action of Code 65 updates

Ben West stated that he is still waiting on the District Attorney's office on this matter. Wade Carner added that the updates have been delivered to the Manager's Office. Ben West will follow up with Elizabeth Jourdain on Manager Brown's schedule.

This item to be tabled for the next meeting.

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

Ben West stated that there is nothing new from Security. The County is operating under the honor system for those who are not vaccinated to wear masks.

The courts are keeping more strict procedures at their locations requiring everyone to wear masks.

Victoria Nicolson-Hornblower added that the Health District is still requiring everyone to wear a mask, even at community pods where vaccinations and testing are performed.

Deputy Vander-Heyden asked if temperatures were still being taken; Ben West responded that temperature screening has stopped.

7. For possible action, a review of the communication summary from Ben West

Ben West will have the first communications ready by the end of the month and will post monthly. Customize messaging will occur when needed.

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

There were not recommendations for this meeting.

9. For discussion, activities, events, notifications to be accomplished by year-end

Celeste informed the committee that this item is an open forum for the committee to discuss anything that has been accomplished or anything that they've heard from departments and co-workers that need to

be shared or communicated.

Celeste stated she already has situational awareness information to share. Anne Stoll-Truelock suggested information on motorcycle safety and awareness while driving.

10. Topics for future agendas

- a. Code 65 update
- b. Safety award nominations
- c. Industrial injury summary reports
- d. COVID activities and safety protocols, concerns
- e. Committee communication summary from Ben West
- f. Activity and events notifications

11. Public Comment

Cathy Hill asked Deputy District Attorney Wade Carner if it is mandatory that the meeting be in person, or if the public just needs a public space. His response was that the meeting could be held remotely, however a space for the public to attend still needs to be made available. Place on the agenda that the meeting will be held remote and reference that the meeting will be held remotely and the location of the public space.

12. Meeting adjourned at 1:51pm.

**WORKER'S COMPENSATION
TIME LOST FROM WORK IN CY21
as of 9-10-21**

| CURRENT STATUS | DEPARTMENT | INCIDENT DATE | DIAGNOSIS | MECHANISM | LOST DAYS | RESTRICTED DAYS |
|---------------------|------------|---------------|--------------|---------------------------|-----------|-----------------|
| FULL DUTY - CLOSED | CSD | 7-1-20 | TEAR | LIFTED HEAVY ITEM | 84 | 108 |
| RESTRICTED DUTY | CSD | 9-2-20 | TEAR | FELL OFF MOVING EQUIPMENT | 119 | 251 |
| FULL DUTY - CLOSED | CSD | 1-21-21 | TEAR | LIFTED HEAVY ITEM | 8 | 83 |
| FULL DUTY - CLOSING | CSD | 6-14-21 | STRAIN, TEAR | PULLED INTO VACUUM | 27 | 0 |
| FULL DUTY | HEALTH | 8-11-20 | MULTIPLE | MVA - T-BONED | 28 | 136 |
| FULL DUTY - CLOSING | SO | 12-1-19 | STRAIN, TEAR | WALKING ON UNEVEN ROAD | 46 | 264 |
| FULL DUTY - CLOSING | SO | 2-14-20 | STRAIN, TEAR | ALTERCATION WITH INMATE | 10 | 59 |
| FULL DUTY - CLOSED | SO | 4-27-20 | STRAIN, TEAR | LIFTED HEAVY ITEM | 32 | 240 |
| OFF WORK | SO | 6-25-20 | MULTIPLE | MVA - REAR ENDED | 264 | 240 |
| RESTRICTED DUTY | SO | 9-23-20 | TEAR | TRAINING MANEUVER | 5 | 342 |
| RESTRICTED DUTY | SO | 3-2-21 | TEAR | ALTERCATION WITH INMATE | 21 | 135 |
| RETIRED | SO | 4-15-21 | PTSD | NORMAL DUTIES | 180 | 0 |
| FULL DUTY | SO | 6-22-21 | TEAR | PUTTING ARRESTEE INTO CAR | 26 | 25 |
| OFF WORK | SO | 8-17-21 | PTSD | NORMAL DUTIES | 30 | 0 |

880 1883

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

Report as of 9-10-21

JULY 2021

INJURY REPORT FOR

| DATE | INCIDENT | INJURY | HAZARDOUS CONDITION | UNSAFE ACT | CONTRIBUTING FACTOR | CORRECTIVE ACTION | CLAIM or INCIDENT |
|---------|--------------------------------------------------------------------------------|-----------------------|--------------------------------------------------------|----------------------------------------|------------------------------------------------|--------------------------------------------|-------------------|
| 7-2-21 | FOOT PURSUIT - STEPPED IN HOLE | SPRAIN | UNEVEN SURFACE (NON-COUNTY) | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-3-21 | MONKEY REACHED THROUGH CAGE | SCRATCH | NORMAL | NORMAL | OPENING CAGE DOOR | WEAR PPE | CLAIM |
| 7-4-21 | NOTIFYING HOMEOWNER OF FIRE - PET RAN OUT | DOG BITE | NORMAL | NORMAL | ANIMAL | TRAINING | CLAIM |
| 7-7-21 | HEART CLAIM | HEART | NORMAL | NORMAL | NONE | NONE | IO |
| 7-8-21 | ALTERCATION - FOOT CAUGHT UNDER PERSON | STRAIN | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-9-21 | RESTRAINING INMATE | SCRATCH | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-13-21 | SCISSORS SLIPPED WHEN CUTTING AN ITEM FOR WORK | POKE - NO PUNCTURE | ITEM WAS HARDER THAN USUAL | NORMAL | NONE | USE CARE | IO |
| 7-14-21 | TRIP/FALL OVER A PUSH CART | LACERATION, PAIN | NORMAL | INATTENTION | THEY HAD PUT THE CART THERE | PAY ATTENTION | IO |
| 7-19-21 | FELL WHEN CHAIR WHEEL CAUGHT ON FLOOR MAT | PAIN | NORMAL - MAT & CHAIR WERE IN GOOD REPAIR | NORMAL | PROBABLY NOT CENTERED IN CHAIR | FLOOR MAT WAS REMOVED | IO |
| 7-19-21 | TRIP/FALL WALKING UP STAIRS | CONTUSION | NORMAL | INATTENTION | MISJUDGED STEP | USE HANDRAILS | IO |
| 7-19-21 | STRUCK HEAD WHEN "BOUNCED UP" AFTER CO-WORKER STEPPED ON INFLATABLE CHAIR EDGE | CONTUSION | SITTING ON AN INFLATABLE CHAIR UNDERNEATH A COUNTERTOP | FAILURE TO MOVE CHAIR TO SAFE POSITION | CO-WORKERS ACTION, FAILURE TO RECOGNIZE HAZARD | CHAIR REMOVED. DISCUSSION WITH STAFF | IO |
| 7-22-21 | TWISTED TO TALK TO SOMEONE WHILE SITTING IN A CHAIR | PAIN | NORMAL | TWISTED | PERSONAL HEALTH | USE PROPER BODY MECHANICS | IO |
| 7-24-21 | INMATE SPIT ON DEPUTY | EXPOSURE | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-26-21 | ALTERCATION DURING ARREST | CONTUSION | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-26-21 | ALTERCATION DURING ARREST | CONTUSION, LACERATION | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 7-27-21 | REMOVING TOWEL FROM SHARPS CONTAINER | PUNCTURE | NORMAL | REACHED INTO SHARPS CONTAINER | OTHER PERSON PUT PAPER TOWELS IN CONTAINER | TRAINING FOR ALL STAFF, REPLACED CONTAINER | CLAIM |
| 7-30-21 | FALL WHEN WHEELCHAIR WHEEL CAUGHT ON DOOR POST | NONE REPORTED | NORMAL | TOO CLOSE TO DOORWAY | NONE | USE ENTIRE DOOR OPENING | IO |

CLAIMS 9
 INCIDENTS 8
 TOTAL 17

Report as of 9-10-21

AUGUST 2021

INJURY REPORT FOR

| DATE | INCIDENT | INJURY | HAZARDOUS CONDITION | UNSAFE ACT | CONTRIBUTING FACTOR | CORRECTIVE ACTION | CLAIM or INCIDENT |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------|-------------------------------------------|------------------------------------------------|--------------------------------------------------------------------------------------|-------------------|
| 8-3-21 | FELT NECK PAIN & DIZZINESS WHEN SEATED AT DESK | ILLNESS | NORMAL | NORMAL | PERSONAL HEALTH | NONE | IO |
| 8-4-21 | WASP / HORNET STING WHILE SITTING AT DESK | INSECT STING | INSECT IN OFFICE | NORMAL | UNKNOWN | WORK ORDER - CHECK WINDOW SEALS | IO |
| 8-5-21 | INMATE SPIT ON DEPUTY | EXPOSURE | NORMAL | NORMAL | ACT OF ANOTHER | NONE | CLAIM |
| 8-9-21 | RUNNING AFTER DOG | PAIN, STRAIN | NORMAL | NORMAL | ANIMAL | NONE | IO |
| 8-12-21 | MOTORCYCLE FELL DURING TRAINING | SCRAPES, PAIN | NORMAL | UNSAFE MANEUVER | NONE | TRAINING | IO |
| 8-17-21 | REMOVING A CAT FROM THE FERAL BOX | CAT BITE | NORMAL | LACK OF PPE | ANIMAL | TRAINING, WEAR PPE | IO |
| 8-17-21 | NORMAL JOB DUTIES | ANXIETY, PTSD | NORMAL | NORMAL | NORMAL | NONE | CLAIM |
| 8-17-21 | ALTERCATION WITH INMATE | SWOLLEN | NORMAL | NORMAL | ACT OF ANOTHER | NONE | IO |
| 8-21-21 | LOADING DOG INTO TRUCK | DOG BITE | NORMAL | NORMAL | NORMAL | NONE ON REPORT | CLAIM |
| 8-24-21 | HEADACHES, SHORTNESS OF BREATH, BURNING EYES, THROAT IRRITATION FROM WILDFIRE SMOKE | EXPOSURE | UNHEALTHY AIR QUALITY DUE TO WILDFIRE SMOKE | NORMAL | NONE | NONE - CALLS SOMETIMES REQUIRE BEING OUTSIDE | IO |
| 8-27-21 | METAL KEY HOLDER PIERCED THROUGH FINGER WHEN TURNING KEY | PIERCED | NORMAL - KEY HOLDER IS SIMILAR TO A PAPERCLIP | UNKNOWN | UNKNOWN | KEY HOLDERS REPLACED WITH SMOOTH KEY RINGS | IO |
| 8-27-21 | FELL DOWN 4 STEPS ON STAIRWELL | SPRAIN | NORMAL | INATTENTION | NONE | USE HANDRAIL | CLAIM |
| 8-27-21 | OPENING DOOR, WRIST "POPPED" | STRAIN | NORMAL | UNKNOWN | PERSONAL HEALTH | NONE ON REPORT | CLAIM |
| 8-31-21 | INCIDENT 1: Aug 20th TWISTED ANKLE WALKING THROUGH DINING ROOM. INCIDENT 2: Aug 31st PAIN WHEN STEPPED DOWN FROM STANDING ON A SHELF IN THE STORAGE ROOM | PAIN | INCIDENT 1 - EE REPORTED AFTER THE FACT THAT THERE WAS LIQUID ON THE FLOOR | FAILURE TO USE LADDER - STANDING ON SHELF | LACK OF MAINTENANCE. PUTTING ITEM ON TOP SHELF | TRAINING, REMINDER TO ALL EMPLOYEES TO NOT PUT HEAVY ITEMS ON TOP SHELF & USE LADDER | IO |

CLAIMS 5
 INCIDENTS 9
 TOTAL 14

Report as of 9-10-21

SEPTEMBER 2021

INJURY REPORT FOR

| DATE | INCIDENT | INJURY | HAZARDOUS CONDITION | UNSAFE ACT | CONTRIBUTING FACTOR | CORRECTIVE ACTION | CLAIM or INCIDENT |
|--------|--------------------------------------------------------------------------------|-------------------------|---------------------------------------------|----------------------------------------------------------------------|--------------------------|----------------------------------------|-------------------|
| 9-3-21 | REMOVING TRASH BAG FROM A CAN DOING A CONTROL HOLD ON A RESISTING INMATE | POKED SPRAIN | SHARP ITEM UNSEEN IN TRASH BAG NORMAL | NORMAL NORMAL | NORMAL ACT OF ANOTHER | NONE NONE | IO CLAIM |
| 9-7-21 | PNEUMATIC POST POUNDER FELL ONTO FINGER | FRACTURE, LACERATION | NORMAL | DROPPED TOOL WHEN MOVING IT DID NOT DUCK HEAD LOW ENOUGH | TOOL IS HEAVY | TEAM LIFT THE TOOL OR USE THE CRANE | CLAIM |
| 9-9-21 | WALKED INTO TOOL ON BACK OF TRUCK | LACERATION | NORMAL | NORMAL | NORMAL | PAY ATTENTION | CLAIM |
| 9-7-21 | NORMAL DUTIES | ANXIETY, PTSD | NORMAL | NORMAL | NORMAL | NONE | IO |

CLAIMS 3
 INCIDENTS 2
 TOTAL 5

FY 21
7-1-20 thru 9-30-20

FY 22
7-1-21 thru 9-10-21

| DEPARTMENT | CLAIMS | INCIDENTS | TOTAL | CLAIMS | INCIDENTS | TOTAL |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Alternative Sentencing | 1 | 1 | 2 | | 1 | 1 |
| Animal Services | 1 | 3 | 4 | 2 | 2 | 4 |
| Assessors | | | 0 | | | 0 |
| Building & Safety | | | 0 | | | 0 |
| Clerk's Office | | | 0 | | | 0 |
| Crime Lab | | 1 | 1 | | 2 | 2 |
| Comptrollers | | | 0 | | 1 | 1 |
| CSD - Facilities & Admin | 1 | | 1 | | | 0 |
| District Attorneys | | | 0 | | | 0 |
| District Court | | | 0 | | | 0 |
| Equipment Services | | | 0 | | | 0 |
| Flood | | | 0 | | | 0 |
| Health | 4 | 1 | 5 | 1 | | 1 |
| Human Resources | | | 0 | | | 0 |
| Human Services | 2 | 2 | 4 | 1 | 3 | 4 |
| Incline Village Justice Ct. | | | 0 | | | 0 |
| Juvenile Services | | | 0 | 1 | | 1 |
| Libraries | | 1 | 1 | | 1 | 1 |
| Managers Office | | | 0 | | | 0 |
| Medical Examiner | 1 | | 1 | | | 0 |
| Parks | | | 0 | | 2 | 2 |
| Public Administrator | | | 0 | | | 0 |
| Public Defender | | | 0 | | | 0 |
| Public Guardian | | | 0 | | | 0 |
| Recorders Office | | | 0 | | | 0 |
| Registrar of Voters | | | 0 | | | 0 |
| Reno Justice Court | 1 | 1 | 2 | | | 0 |
| Roads | 2 | 1 | 3 | 1 | | 1 |
| Sheriffs Office | 18 | 18 | 36 | 10 | 6 | 16 |
| Sparks Justice Court | | | 0 | | | 0 |
| Technology Services | | | 0 | | | 0 |
| Treasurers | | | 0 | | 1 | 1 |
| Water | | | 0 | 1 | | 1 |
| TOTALS | 31 | 29 | 60 | 17 | 19 | 36 |

MONTHLY COMPARISON
as of 9-10-21

| | FY20 | | | | FY21 | | | | FY22 | | | |
|------|-------------|------------|------------|-----------|-------------|-----------|------------|----------|-------------|-----------|-----------|----------|
| | CLAIMS | IR'S | TOTAL | DENIED | CLAIMS | IR'S | TOTAL | DENIED | CLAIMS | IR'S | TOTAL | DENIED |
| JULY | 15 | 19 | 34 | 2 | 10 | 12 | 22 | 1 | 9 | 8 | 17 | 0 |
| AUG | 19 | 8 | 27 | 3 | 11 | 7 | 18 | 2 | 5 | 9 | 14 | 0 |
| SEPT | 11 | 8 | 19 | 4 | 10 | 10 | 20 | 1 | 3 | 2 | 5 | 0 |
| OCT | 13 | 9 | 22 | 2 | 17 | 24 | 41 | 3 | | | | |
| NOV | 18 | 15 | 33 | 2 | 9 | 4 | 13 | 0 | | | | |
| DEC | 12 | 5 | 17 | 3 | 9 | 4 | 13 | 0 | | | | |
| JAN | 16 | 11 | 27 | 3 | 12 | 2 | 14 | 2 | | | | |
| FEB | 18 | 7 | 25 | 3 | 11 | 3 | 14 | 0 | | | | |
| MAR | 19 | 19 | 38 | 3 | 13 | 6 | 19 | 0 | | | | |
| APR | 12 | 17 | 29 | 3 | 8 | 10 | 18 | 0 | | | | |
| MAY | 5 | 7 | 12 | 1 | 13 | 5 | 18 | 0 | | | | |
| JUN | 14 | 12 | 26 | 0 | 18 | 5 | 23 | 0 | | | | |
| | 172 | 137 | 309 | 29 | 141 | 92 | 233 | 9 | 17 | 19 | 36 | 0 |