



# WASHOE COUNTY

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## COMPTROLLER'S DEPARTMENT

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

**September 16, 2021**

**1:30 PM**

**Call to Order**

Deputy Melinda Vander-Heyden called the meeting to order at 1:32pm.

**1. Roll Call**

Deputy Melinda Vander-Heyden	Washoe County Sheriff's Deputy Association
Celeste Wallick	Safety Analyst
Victoria Nicolson-Hornblower	Washoe County Nurse's Association
Chaz Lehman	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
Anne Stoll-Truelock	WCEA representative

**Public Present**

Sharolyn Wilson

**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 July 14, 2021.**

Victoria Nicolson-Hornblower made a motion to approve and accept the July 14, 2021 minutes, seconded by Celeste Wallick, motion passed unanimously.

**Open Issues**

**4. Review and Discussion of Industrial Injury Summary Reports and recommendations of the Committee for prevention of work-related injuries or illnesses.**

Celeste Wallick pointed out that there were less claims than the prior years. The department information was inadvertently left out of the package, she will send to the Committee. Celeste discussed the two incidents on August 31 by one employee, one incident was not immediately being reported, however the employee did report the injury after the second incident on the same day. The employee was standing on a shelf in a storage room, placing a tub on a top shelf. Celeste has counseled the department on the issue resulting in the department immediately addressing the issue.

Deputy Vander-Heyden asked about the wasp incident with an employee being stung at their desk and whether the County uses pest control to assist with the issues.

No recommendations were offered by the committee.

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

Ben West stated that he received an email from DDA Jennifer Gustafon with some additional information. He will reach out to DDA Mary Kandaras on completing the updates, hoping to present to the Board of County Commissioners in November.

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**

Celeste Wallick and Ben West stated that there was no new activity to report. Victoria Nicolson-Hornblower mentioned that COVID-19 testing is continuing in the parking lot.

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

Ben West will have to table this item. He will be following with the Communications team in mid-October.

**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**

Cathy Hill reminded the Committee of Anne Stoll-Truelock's recommendation on employee messaging on motorcycle safety and to watch out for motorcyclists as Street Vibrations is scheduled in the following weeks.

Deputy Vander-Heyden mentioned messaging on NV Energy on scheduled power outages.

**10. For possible action, a discussion on the activity and events notifications**

The discussion for this item is included in Item 9.

**11. For possible action, a discussion of removing reference to Patrice McDonald on Safety Committee**

Cathy Hill discussed that a member from CSD was asked to attend the meetings to assist with any questions. This morphed into Patrice McDonald being listed as a member. She canvassed the Committee to seek their input and District Attorney opinion on removing Patrice McDonald from the Committee. The Committee agreed with the removal of Patrice McDonald. DDA Chaz Lehman stated a motion would be the best approach to remove Patrice McDonald.

Ben West made a motion to remove Patrice McDonald from the Safety Committee, seconded by Victoria Nicolson-Hornblower, motion passed unanimously.

**12. Topics for future agendas**

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

Victoria Nicolson-Hornblower asked if there will be any drills. Ben West and Celeste Wallick will discuss and bring to the Committee at the next meeting.

**13. Public Comment**

There was no response to the call for public comment.

**14. Meeting adjourned at 1:58 pm.**