

SAFETY COMMITTEE MEMBERS

Ben West - Chair
Monica McKee
Cathy Hill
Kellisa Shirane
Jay Slocum
Dep. Christopher Denn



**LEGAL COUNSEL TO THE
SAFETY COMMITTEE**
Wade Camer

NOTICE OF MEETING AND AGENDA

WASHOE COUNTY SAFETY COMMITTEE

September 21, 2023

1:30 PM

**Washoe County Administration Complex
1001 E. Ninth Street, Reno, Nevada
Comptroller's Large Conference Room, Building D, 2nd Floor AND
Remotely via Zoom
Meeting ID: 92036108247**

Join Zoom Meeting

<https://washoecounty-gov.zoom.us/j/92036108247>

NOTE: Items on the agenda may be taken out of order, combined with other items, removed from the agenda, or moved to the agenda of another later meeting. Items with a specific time designation will not be heard prior to the stated time, but may be heard later.

Public Participation. This meeting can be attended in person or via Zoom. To participate via Zoom, please log into the Zoom webinar at the link at the top of the agenda, or you can join by typing zoom.us into your computer browser, clicking "Join a Meeting" on the ZOOM website, and entering **Meeting ID: 920 2610 8247**. This option will require a computer with audio and video capabilities. Alternatively, you can join by telephone only by dialing +1-669-444-9171, entering the **Meeting ID: 920 2610 8247** and pressing #.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press *9 to "Raise Hand" and *6 to mute/unmute.

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 three minutes per person. Additionally, public comment of three minutes per person will be heard during individually numbered items designated as "for possible action" on the agenda. Members of the public are also invited to submit comments in writing.

Forum Restrictions and Orderly Conduct of Business. 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 Committee. However, responses from the 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 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 Committee may do this either during the public comment item or during the following item: “Committee/Staff announcements, requests for information, topics for future agendas and statements relating to items not on the agenda”.

Posting of Agenda. Pursuant to NRS 241.020 (4)(b), 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>).

How to Get Copies of the Agenda and Supporting Materials. Copies of this Agenda and supporting materials for the items on the agenda provided to the Washoe County Safety Committee are 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), phone 775-328-2665, or email at jrenshaw@washoecounty.gov; and are also posted on the County’s website at: www.washoecounty.us/comptroller/board_committees/safety_committee.

Special Accommodations. Persons with disabilities who require special assistance (e.g. sign language, interpreters or assisted listening devices to participate in the meeting should please contact Jeri Renshaw at the Comptroller’s Office by emailing jrenshaw@washoecounty.gov or by leaving a message at 775-328-2665 in advance at least 48 hours before the meeting so that arrangements can be made.

Possible Changes to the Agenda and Timing. 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).

AGENDA

1. **Call to Order and Determination of Quorum** [Non-Action Item].
2. **Public Comment** [Non-Action Item]. Comments heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Safety Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Safety Committee as a whole.
3. **Announcement** [Discussion Only]. Announcement of the resignation of Deputy Christensen from the County Safety Committee and the appointment of Deputy Leshner, by the Washoe County Sheriff’s Deputies Association, to fill the vacancy.
4. **Approval of July 20, 2023, Meeting Minutes** [For Possible Action]. A review and approval of the Washoe County Safety Committee meeting minutes of July 20, 2023.
5. **Presentation and Discussion of Industrial Injury Reports** [For Possible Action]. A presentation of the Industrial Injury Summary Reports and discussion, and possible action, to make recommendations for the purpose of prevention of work-related injuries or illnesses.
6. **Code 65 Update** [For Possible Action]. A discussion on Section 65 of the Washoe County Code and possible action to recommend code revisions and/or updates for the purpose of addressing work-related injuries or illnesses.

7. **Communication Summary** [For Possible Action]. A review, discussion, and possible action based on the communication summary from Ben West for safety announcements to County personnel.
8. **Award Nominations** [For Possible Action]. A discussion and possible recommendations of safety award nominations for County employees.
9. **Committee Planning for 2023** [For Possible Action]. A discussion and possible action regarding activities, events, notifications, and projects to be accomplished in calendar year 2023.
10. **Update on Safety Drills** [For Possible Action]. A presentation and update by Ben West on County scheduled safety drills that have taken place since the last meeting and possible discussion of safety drills.
11. **Announcements and Future Agendas** [Non-Action Item]. Comments by the Committee or staff members, limited to announcements, topics, or issues for future agendas. No discussion among committee members will take place on this item.
12. **Public Comment** [Non-Action Item]. Comments 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. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Safety Committee as a whole.
13. **Adjournment.** [Non-Action Item].



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 20, 2023

1:30 PM

Call to Order

Ben West called the meeting to order at 1:31 pm.

1. Roll Call

Ben West	Washoe County Manager's Office
Cathy Hill	Washoe County Comptroller and Risk Manager
Jay Slocum	Washoe County Public Attorneys Association
Kellisa Shirane	Washoe County Nurse's Association
Beth Hickman	Washoe County District Attorney
Deputy Christopher Denn	Washoe County Sheriff's Deputy Association

Not Present

Monica McKee	WCEA Representative
Celeste Wallick	Retired - Risk Analyst

Public Present

Jason Leshar	Washoe County Sheriff's Deputy Association
--------------	--------------------------------------------

2. Public Comment

There was no public comment.

3. Announcement

Cathy Hill announced that Celeste Wallick retired last month. There are two positions open in Risk Management that are currently being advertised, one would be for Celeste's position. That advertisement closes tomorrow. Jay Slocum asked if that position automatically gets a seat on the Safety Committee. Cathy explained that one of the two positions would be primary for safety responsibilities and the other would be an alternate. She added that it comes with the Safety Officer position in code.



4. **Approval of May 18, 2023, Meeting Minutes [For Possible Action]. A review and approval of the Washoe County Safety Committee meeting minutes of May 18, 2023.**

Jay Slocum made a motion to approve the minutes of May 18, 2023, as they stand. Cathy Hill seconded the motion. Motion passed unanimously.

5. **Presentation and Discussion of Industrial Injury Reports [For Possible Action]. A presentation of the Industrial Injury Summary reports and discussion, and possible action, to make recommendations for the purpose of prevention of work-related injuries or illnesses.**

Cathy Hill explained that the industrial injury reports are in a different format than previously presented. She stated that a key item to note from page 8 of the package was that the worker's comp claims are up dramatically from the previous fiscal year. The report that she pulled for the last period by department was for how many claims there were, but it did not list incidents as previous reports had so that varies from the previous meetings. Ben West asked if page 9 was just the period between the last meeting and now. Ben West expressed that it looked like a lot of claims for the Sheriff's office. Cathy said that it may be for the entire fiscal year. She said there were some claims from the Sheriff's Department that they are looking to get support on. For example, somebody burned their hands doing pushups on the sidewalk. They asked the Sheriff's Department to have the academy put something down to protect the cadets from being injured. They also wanted to verify that they are performing stretching prior to strenuous physical activities which the Sheriff did provide confirmation on.

6. **Code 65 Update [For Possible Action]. A discussion on Section 65 of the Washoe County Code and possible action to recommend code revisions and/or updates for the purpose of addressing work-related injuries or illnesses.**

Ben West stated that Code 65 was on the BCC agenda scheduled for September 12th for first reading and tentatively on October 10th for the second reading. They had to jump through the steps for code updates which take a few more steps before they even get to Granicus than regular agenda items. It has one final review before it is pushed into Granicus just to make it easier for everyone.

7. **Communication Summary [For Possible Action]. A review, discussion, and possible action based on the communication summary from Ben West.**

Ben West said with summertime there are events going on, so the Communications Team has pushed out heat related messaging for employee safety. Prior to Hot August Nights, there will be some traffic safety messaging going out and safety for employees around the complex at 9th and Wells Street as well as some other properties that may have nearby Hot August Nights events taking place just as a reminder to everybody.

Cathy Hill said someone asked where the closest AED was in their building. She continued that there are several AEDs in the building and throughout the complex, but it might be helpful to send something out asking, do you know where your AED is located; do you know what it looks like; etc? Especially with Hot August Nights coming up, if everyone could be reminded to take a minute to find out where their AED is located in their building instead of waiting for an emergency.

8. **Award Nominations [For Possible Action]. A discussion and possible recommendations of safety award nominations for County employees.**

Cathy Hill stated that there were no new nominations, however there were some from the last Safety Committee meeting. She confirmed that Ben West will be going to the Board of County Commissioners on those. Cathy will give the prepared certificates and pins to Ben for that presentation. Cathy also said she would prepare the award information for Ben to refer to in his presentation. Ben said he would confirm the date but thought that it was scheduled for the August 15th BCC meeting. Ben will also notify the recipients to be present to receive their awards at the meeting.

9. Committee Planning for 2023 [For Possible Action]. A discussion and possible action regarding activities, events, notifications, and projects to be accomplished in calendar year 2023.

Ben West said he would do additional heat notifications and include the AED information as previously discussed. Cathy Hill asked if any announcements had been sent out to road crews related to heat. Ben said he would contact the people who work on Inside CSD to find out. Ben noted that it had been pushed out to Housing and Homeless Services at the Cares Campus as it is a construction site in limbo. They have been working with County employees as well as the 2 major contractors out there, Allied Universal and VOA, on employee messaging and to ensure there is water available and keeping employees reminded of heat safety. He added that because it's a construction site, the security officers have tents for shade, and they have fans with misters on them. They also have them on a 30-minute rotation schedule, so they are not out in the heat longer than they need to be.

10. Update on Safety Drills [For Possible Action]. A presentation and update by Ben West on County scheduled safety drills that have taken place since the last meeting and possible discussion of safety drills.

Ben West had no news on safety drills since the last meeting. He talked to HR about making some changes to employee communication and employee training regarding Active Shooter. They made some changes to Bridge on the online training that is going to be available to employees that is covering bullying and employee safety in buildings. They are working on putting a new plan together, because they are not also going to be requiring employees to watch the video on Active Shooter, so they're going to put together a different program where that will be moved to the upcoming security page with a link to the Sheriff's office video. There will also be outreach whereas Ben will be available to conduct in-person tabletop exercises on Active Shooter since it is not practical for all departments to do an annual live active shooter training.

11. Announcements and Future Agendas [For Possible Action]. Comments by the Committee or staff members, limited to announcements, topics, or issues for future agendas. No discussion among committee members will take place on this item.

Ben West said they will put the new member on the agenda. They will also keep Code 65 on the agenda for any possible changes and the usual industrial injury reports. Cathy Hill will include any new employees that are hired on the agenda as well.

12. Public Comment [Non-Action Item]. Comments 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. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Safety Committee as a whole.

There was no public comment.

13. Adjournment [Non-Action Item].

Meeting adjourned at 1:46 p.m.

Cause Code Detail (With ID)	Claim Count	Average Cost per Claim
403: STRUGGLE/RESI STING ARREST	6	\$1,599.86
404: BODY FLUIDS	3	\$2,700.00
19: CUT PUNCTURE SCRAPE-NOC	1	\$7,019.00
490: TWISTED	2	\$3,146.64
496: ASSAULT	1	\$4,850.00
415: FALL DIFFERENT LEVEL	1	\$3,800.00
57: PUSHING OR PULLING	1	\$3,770.00
426: KICKED	1	\$3,150.00
401: LIFTING	1	\$2,750.00
405: STRUCK AGAINST	1	\$2,720.00
700: LIFTING/TWIST/B END	1	\$2,720.00
709: SPRAIN/STRAIN	1	\$2,720.00
445: ELECTRICAL CONTACT	1	\$2,700.00
465: MOTOR VEHICLE	1	\$2,650.00
423: SLIPPED/FALL	1	\$2,150.00
497: SLIP/TRIP/FALL SAME LEVEL	1	\$1,670.00
29: FALL SLIP TRIP ON SAME LEVEL	1	\$1,650.00
506: Standing/Walking/ Running	2	\$634.25
419: BENDING	1	\$1,150.00
436: CHEMICAL INHALATION	1	\$1,139.76
17: CUT/OBJECT LIFTED OR HANDLED	1	\$900.00
399: HUMAN	2	\$314.43
439: SHARP OBJECT/OTHER	1	\$584.22
03: TEMPERATURE EXTREMES	1	\$316.45
80: OBJECT HANDLED BY OTHERS	1	\$314.43

16: HAND TOOL UTENSIL-NOT POWERED	1	\$288.25
33: SLIP/FALL ON STAIR/ELEVATO R	1	\$203.50
92: OTHER THAN PHY CAUSE OF INJURY	1	\$19.00
10: MACHINE/MACHI NERY FAILURE	1	\$0.00
Totals:	39	

FY	CLAIMS	PAID	RESERVE	THIRD PARTY RECOVERY	CARRIER REIMBURSED	NET INCURRED	AVG COST / CLAIM (INCURRED)	ACTIVE OPEN CLAIMS	LONG TERM OPEN CLAIMS
82-12	5978	35,434,706	6,288,985	654,164	1,798,168	39,271,359	6,569	3	33
2013	218	2,120,661	473,272	42,289	0	2,551,644	11,705		1
2014	206	1,852,844	104,549	32,656	0	1,924,737	9,343		3
2015	195	3,039,022	3,748,889	45,647	0	6,742,264	34,576	1	3
2016	206	1,796,153	1,485,011	7,690	0	3,273,474	15,891		3
2017	211	2,530,321	116,761	128,299	0	2,518,783	11,937	1	4
2018	167	750,599	127,414	38,028	0	839,985	5,030		3
2019	162	1,452,467	69,069	1,559	0	1,519,977	9,383		1
2020	171	1,551,521	1,368,791	17,152	0	2,903,160	16,978	2	2
2021	141	1,511,409	317,294	5,259	0	1,823,444	12,932	6	1
2022	156	1,406,083	297,980	0	0	1,704,063	10,923	7	0
2023	171	793,702	610,516	0	0	1,404,218	8,212	33	0
2024	39	24,343	50,781	0	0	75,124	1,926	25	
TOTALS	8,021	54,263,831	15,059,312	972,743	1,798,168	66,477,108	8,288	78	54
TOTAL OPEN:									132