



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 15, 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.