



City of Venice
Administrative Services Department

Interoffice Memorandum

DATE: August 20, 2009

TO: All Employees

FROM: Alan Bullock, Director
Administrative Services Department

SUBJECT: City Safety Committee Meeting, August 19, 2009

Attendees

Joe Misak (Public Works Solid Waste)
Dave Adinolfi (Utilities)
Steve Kona (Fire)
Alan Bullock (ASD)

Employee injuries – recent claim history

Since the last City Safety Committee meeting (May 20, 2009), the city experienced a total of ten employee injuries reported, none of which was considered a 'lost time' WC claim (i.e. where the injured worker lost more than 7 calendar days due to the injury). These incidents were reviewed by committee members post-occurrence and again collectively at the meeting. No further recommendations were made, but the committee did resolve to make attempts to increase City Safety Committee member attendance at future meetings since it is useful to have input from a cross section of departments. Today only PW, Utilities and Fire were represented. This employee injury rate is a very significant increase over last quarter, but employee injuries reported for the calendar year to date are down 32% overall on this time last year.

City vehicle incidents

In the same time period referenced for employee injuries above, the city experienced a total of six city vehicle-related incidents. Two of the six resulted in damage significant enough to be handled by the city's insurance carrier. There were no injuries. Where city employees were at fault in accidents they were considered for disciplinary action in accordance with city procedures.

Topic – Drug Free Workplace Policy

This was sent for City Attorney approval June 8, 2009.

Topic – Hearing Loss Prevention Program

Assigned supervisors have conducted testing of potentially hazardous activities in this regard. The committee is to issue an instructional memo to department directors today with two attachments. One shows the OSHA permissible noise exposure levels. The other shows noise levels tested in the field. Essentially, employees who are exposed to noise levels in excess of permissible levels will be required to use hearing protection. I will follow up by requesting to present on this subject at the next available department director's meeting.

Next quarterly City Safety Committee meeting – time & date TBD.