

## EMPLOYEES' SAFETY COMMITTEE MEETING MINUTES

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Thursday, April 24, 2014  
10:00 A.M.  
CITY HALL NORTH CONFERENCE ROOM

1. Call to Order  
Meeting called to order at 10:09 a.m.
2. Attendance:

Administration/Public Information:	Marie Hovik
Library Services:	Liz Garcia
Community Services:	Matt Rodriguez
Finance:	Linda Wright
Human Resources:	Mike Casalou
Human Resources:	Avic Nazario
Human Resources:	Ruby Romo
Parks & Recreation:	Rachel Baltierra
Public Works & Development Services:	Martha Gomez
Transportation:	Not present
3. Introduction of visitors  
None present
4. Review of February 27, 2014 minutes  
Marie Hovik moved to approve the minutes as corrected and Linda Wright seconded; motion carried.
5. Injury Review for February 2014
  - Pulling a wagon and felt pull in right thigh muscle: Preventable
  - Using a backpack blower stepped on a valve box cover and knee buckled:  
Preventable
  - Walking out to lunch from City Hall on Commerce Way, employee reported stepping on debris from tree and slipped and fell: Preventable
6. Unfinished Business
  - Draft Vehicle Policy: Information will be emailed to committee members
  - Loss Capp Action Plan Items Update: Applicable items will be emailed to committee members for their respective department to complete
  - City Facilities and Parks Inspection/Training Schedule: information will be emailed to committee members
  - Safety Page on Website: HR is still working on this item
7. Summary/New Business
  - Mounted Fire hoses (located through City facilities) are for Fire Dept Use Only: Matt Rodriguez will follow-up with Chief Duvally on this item
  - CJPIA Educational Forum, October 29 - 31, 2014: Attendance is free, employees interested in attending only have pay hotel and travel
  - Earthquake Insurance Update: The city paid \$360,000 last year for this item and had a one million dollar deductible should an earthquake would cause damage to a city

facility. City Council approved the city's recommendation to place this money into a retrofitting fund for city buildings instead of continuing to pay for this insurance

8. Questions

None

9. Adjournment of meeting

The meeting adjourned at 11:10 a.m.

Reviewed & approved by:

  
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Michael A. Casalou, Safety Committee Chairperson