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| Agenda Item: |
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COUNCIL COMMUNICATION

City Manager's Office

GENERAL INFORMATION

Agenda Date: 07/18/05
Agenda Item Type: Resolution

Communication No.: 05-376
Roll Call No.:

Submitted by: William G. Stowe, Assistant City Manager/Public Works/Engineering

SUBJECT—

Annual Contract for Safety Incentive Items.

SYNOPSIS—

On May 7, 2005, by Roll Call No. 05-1168, the City Council received and filed the City's 2004 Annual Occupational Health and Safety Report. As noted in the Council Communication accompanying the safety report, the Public Works Department significantly reduced its injury rates during this latest reporting period, with Solid Waste and Forestry operations showing the greatest reductions. Continued progress relies, in part, on the Department's competitively bid safety incentive items, and staff recommends Council approval of the program.

FISCAL IMPACT—

Funding for safety incentive items totaling approximately \$100,000 per year is currently provided for in the Public Works Department's Operating Budgets.

RECOMMENDATION—

Approval

BACKGROUND—

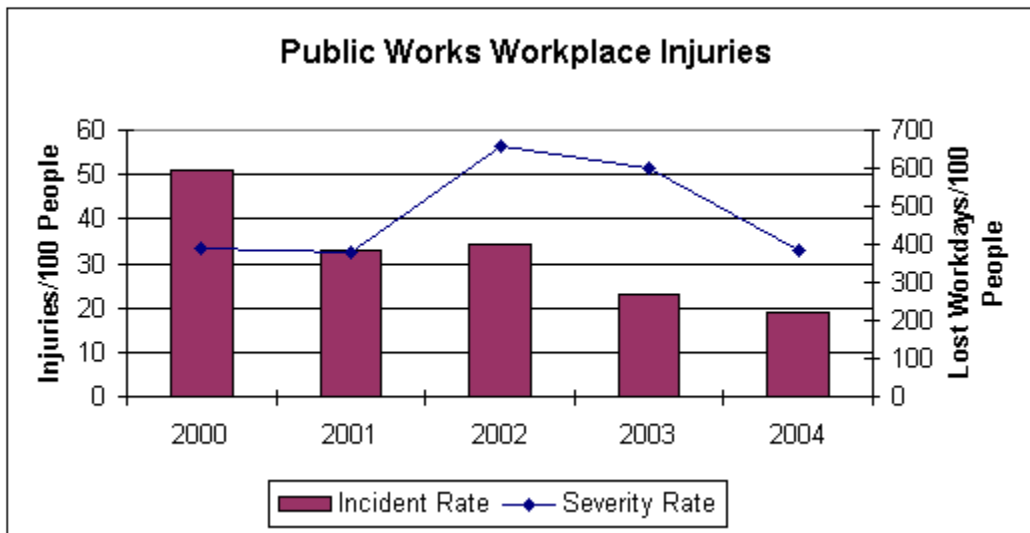
Two standards are used to measure the Public Works Department's Safety Program: incident rate and severity rate. The incident rate is the number of medical treatment, restricted duty, and lost-time injuries per 100 employees. The severity rate is the number of days lost due to restricted duty or time off work

per 100 employees. In 1997, the Department had an incident rate reflective of injuring 75 out of every 100 employees. The severity rate for the same year was 1,132.

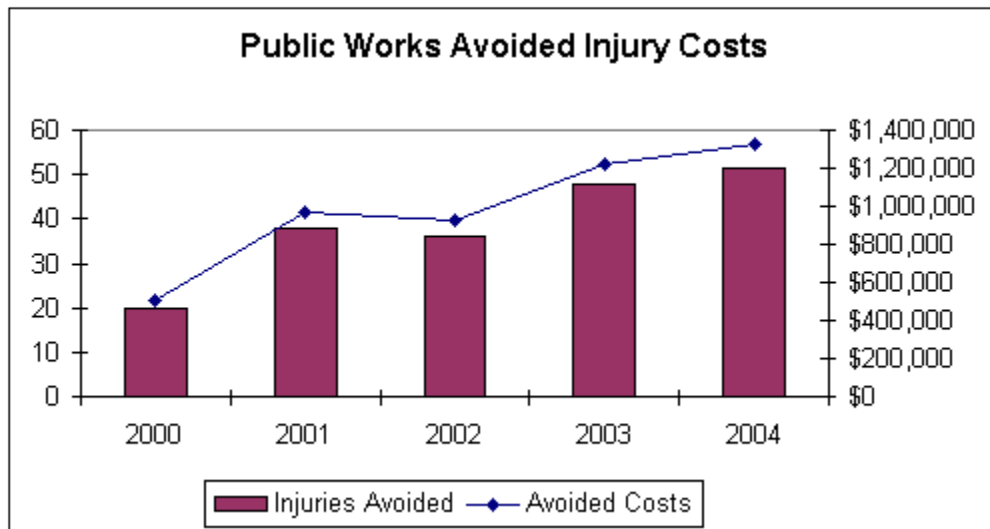
The Public Works Department has undertaken a comprehensive program to reduce the Department's injury incident and severity rates. In addition to setting injury reduction goals, the Department has established safety committees, implemented operational changes, and conducts an ongoing safety and educational training program. To encourage participation and to enhance overall awareness of job safety procedures, the Public Works Department introduced a safety incentive program.

The incentive program, with G&L clothing as awards, is part of a comprehensive effort, designed to illustrate the Department's commitment to employee safety and encourage employee acceptance of change in the Department's safety culture.

The Department's 2004 incident rate was reflective of only 19 people injured for every 100 employees, and the severity rate was 385 lost workdays for every 100 employees. As shown below, the incident rate has dramatically declined, and the severity rate is trending downward.



The downward trend in injury incident and severity rates has resulted in avoided injury costs that are substantial. As shown below, avoided costs are trending upward.



Reducing workplace injuries requires a comprehensive safety program that actively involves employees, uses the team approach, and raises safety awareness by way of training, operational changes, and incentive programs. The model in Public Works is working, and staff recommends continuing the safety incentive program.