

MINUTES  
General Employee Injury Review Board  
Thursday, March 28, 2024  
2<sup>nd</sup> Floor Conference Rm  
City Hall  
9:30 a.m.

The meeting was called to order by Chairman Hawkins at 9:30 a.m.

**1. Roll Call**

Michael Hawkins, Chairman  
John Breit, Vice-Chairman  
Candy Brown, HR Deputy Director

Members Absent: \* Candy Brown

Others Present:

John Ratliff, City Manager  
Ashley Naudi, HR Administrative Assistant  
Lisa Dawsey, Workforce Administrator  
Michael Glaze-Lyle, Parks Maintenance Supervisor

Excused\*

Unexcused\*\*

**2. Minutes**

**A. Approval of minutes for January 25, 2024, regular meeting.**

Motion to approve minutes by Breit with a second by Hawkins.

AYES: Hawkins, Breit

No's: None

Motion Carried

**OLD BUSINESS:**

**NEW BUSINESS:**

**John Mitchell (01/12/24) Water Distribution/Public Utilities - Tabled**

**Breit made a motion to table this till next month meeting on April 25, 2024, with a second by Hawkins.**

**AYES: Breit, Hawkins,**

**No: None**

**Motion Passed.**

**Pedro Hernandez-Herrera (02/20/2024) Water Distribution/ Public Utilities - Tabled**

**Breit made a motion to table this till next month meeting on April 25, 2024, with a second by Hawkins.**

**AYES: Breit, Hawkins,**

**No: None**

**Motion Passed.**

**Charlotte Brown (02/22/2024), Planning Director/Community Services**

Chairman asked Brown where did you stepped off

Brown stepping off the curb there is a dip where the street comes out and there is an angle down that is for drainage its right in front of Central Fire Station the curb is taller than normal standard curbs.

Breit yeah, this right in front of central fire station I've done some work in that area.

Chairman so basically you were stepped off the curb and turned your ankle and fell.

Brown and landed on my knee.

Chairman and hurt your knee.

Brown well they both hurt but the ankle healed quick, but the knee took a while.

Chairman anybody have any questions.

Breit, do you do regular business at this location.

Brown no I gone for a meeting with the Fire Chief I'm very rarely down there, I knew it was taller so I had my hand on the fire Marshall pick up an step down

Breit that's the only question I had.

Chairman, John do you have anything you want to add.

Ratliff no I don't think so, other than I can say that she is rarely down there, but I don't have anything to add.

Chairman according to this report you said think it's preventable and she should have two points.

Chairman I like to make a motion to non-preventable because its kind of a everyday thing to step off a curb. I don't see anything you could do to make it preventable.

Ratliff I don't disagree with you, I didn't have the benefit to looking at these photos before making that election. I'm okay with that finding I don't have a concern with that.

**Hawkins made a motion second by Breit to deem the injury as non-preventable with 0 points assessed.**

**AYES: Breit, Hawkins, Ratliff**

**No: None**

**Motion Passed.**

**Mary Vanelkan (01/22/2024) Recreation Aide/ Parks & Rec**

Chairman, do you want to tell us how she got hurt.

Glaze-Lyle slipped on ice.

Chairman this happen awhile back.

Glaze-Lyle yeah when we had that really bad freeze.

Chairman for that one day of ice

Glaze-Lyle yes and I guess it didn't get salted in time and she was exiting her vehicle and slipped.

**Breit made a motion second by Hawkins to deem the injury as non-preventable with 0 points assessed.**

**AYES: Breit, Hawkins, Glaze-Lyle**

**No: None**

**Motion Passed.**

**Jessie Munoz (03/05/2024), Parks Specialist II/ Parks & Rec**

Chairman okay you're here to tell us how you got hurt.

Munoz I got my finger smashed between a steal beam and granite marker headstone

Chairman how did that happen

Munoz we were clearing some debris from the side of the building, and we were using a backhoe and claw in there we went to get everything split up we busted the bands on the metal pipe that was right there. Had to remove the metal pipe one by one to get them out of the way so we can get the other stuff that was behind it but as I was moving it, it slipped out of my hand and I thought I was going to drop it but I didn't realize that my hand was underneath that stone so when it came down it caught my finger right there. It busted the side open on my finger, glad I had gloves on

Chairman how long ago was that.

Glaze-Lyle less than a month ago.

Breit it was 3/5/24, I don't have any other questions.

**Breit made a motion second by Hawkins to deem the injury as non-preventable with 0 points assessed.**

**AYES: Breit, Hawkins, Glaze-Lyle**

**No: None**

**Motion Passed.**

**Joshua Saetern (03/01/24) Animal Welfare/ Police -Tabled**

**A motion by Hawkins with a second by Breit to table until the next meeting due to safety rep being unavailable.**

**AYES: Breit, Hawkins**

**No: None**

**Motion Passed**

4. Adjournment:

Motion made by Hawkins to adjourn the meeting and was seconded by Breit. Meeting adjourned at 9:49 am.

Next meeting scheduled for April 25, 2024.