

MINUTES
 General Employee Injury Review Board
 Thursday, November 18, 2021
 Public Meeting Room #3
 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
 Wade Lewis, Vice- Chair Representative
 Candy Brown, Safety & Risk Officer

Members Absent:

Others Present: John Breit, Safety Rep
 James Peck, Safety Rep
 Jesse Henry, Safety Rep
 Melissa Mayfield, HR

Excused*

Unexcused**

2. Minutes

A. Approval of minutes of October 28, 2021.

Motion to approve minutes by Candy Brown with a second by Wade Lewis.

AYES: All NAYS: None Motion carried.

3. Old Business:

- A. Dee Jay Lopez (10/6/21) – final, no action needed
- B. Tomas Garcia Arroyo (10/11/21) – final, no action needed
- C. Ladonna Henderson (10/11/21) – final, no action needed

4. New Business:

- A. David Dixon (9/24/21) – Electronic Maintenance
 Mr. Dixon was present. Safety Rep Peck was also present.

Hawkins made introductions and asked Dixon to explain how he was injured. Dixon stated he was using a sharp shooter, digging for pull box near Homestead and Cache. He stated the repeated motion with the shovel caused his elbow to begin feel pain. Dixon added the ground in that area was extremely hard.

Brown asked how deep he had to dig to find the box. Dixon stated he did not know, but the box was not found. Lewis asked if it was common to hand dig. Peck stated yes that hand digging is common due to the delicate nature of the equipment.

Brown stated she did not see anything he had done improperly. All agreed.

Motion was made by Brown with a second by Lewis to rule this as non-preventable with zero (0) points assessed. AYES: All NAYS: None, Motion carried.

B. Cynthia Williams (10/29/21) - Stormwater

Ms. Williams was not present. Safety Rep Breit was present.

Hawkins asked Breit to explain the injury. Breit stated Williams was at Elmer Thomas Park for the rain barrel sale. She was walking across what looked to be an even area, but there was a hole. The hole appeared to be where a bush had been removed and the hole not filled. Williams stepped in the hole and hurt her ankle.

Breit added Parks and Recreation was notified and the hole was filled the following day.

Motion made by Lewis with a second by Brown to rule this as non-preventable with zero (0) points assessed. AYES: All NAYS: None, motion carried.

C. Jesse Martinez Bonales (11/4/21) – Streets/Traffic

Mr. Martinez Bonales was present. Safety Rep Henry was also present.

Hawkins made introductions. Martinez Bonales stated he and co-workers were in the process of unloading rebar from the truck. As he was holding the rebar, he stepped back and into a covered water meter box, with a broken lid. He stated he fell and dropped the rebar. His ankle began to feel warm and he notified his supervisor.

Lewis asked if the water meter box had been fixed. Henry stated Water Distribution was notified, but they had not got to it yet to fix it.

All agreed it did not appear Martinez Bonales did anything improperly.

Motion was made by Brown with a second by Lewis to rule this as non-preventable with zero (0) points assessed. AYES: All NAYS: None, motion carried.

5. Consider any other injuries reported: None

6. Communication/Discussion: Lewis asked that Water Distribution be sent a memo reminder of the box to be fixed to prevent further injuries.

7. Adjournment:

Motion by Brown with second by Lewis to adjourn the meeting at 9:58 a.m.