

MINUTES  
City Vehicle Accident Review Board  
February 5<sup>th</sup>, 2012  
City Council Conference Room  
Wayne Gilley City Hall  
1:30 pm

The meeting was called to order by Chairman Wright at 1:30 pm.

1. Roll Call

MEMBERS PRESENT: Rusty Wright, Chairman  
Dennis Bothell, Equipment Maintenance  
Candy Brown, Safety & Risk Manager  
Carl Dentler, Public Works Safety & Risk Officer

MEMBERS ABSENT: None

OTHERS PRESENT: Tiffani Burk, HR  
Paul Caldwell, Safety Rep  
Norman Busch, Safety Rep  
Leon McGahee, Safety Rep  
Cam Huynh, Safety Rep

Excused\*      Unexcused\*\*

2. Minutes:

A. Approval of minutes of December 4th , 2012

Motion by Bothell with second by Dentler to approve the minutes of December 4th, 2012. AYES: All NAYS: None Motion carried.

3. Old Business:

None

4. New Business:

A. Bill Herndon-Bldg. Maint. (11/17/12)

Mr. Herndon was present. Safety Rep Leon McGahee was also present. Mr. Herndon's testimony was not needed.

Motion by Bothell with second by Wright to table this incident.

AYES: All NAYS: None Motion carried.

B. Travis Brooks- Parks & Grounds (1/4/13)

Mr. Brooks was present. Safety Rep Leon McGahee was also present. Mr. Brook's testimony was not needed. Mr. Brooks was stopped at the intersection of Gore Blvd and Sheridan Rd. He was rear-ended by another vehicle.

Motion by Bothell with second by Brown to rule this as a Non-Preventable with zero (0) points assessed. AYES: All NAYS: None Motion carried.

Dennis Bothell explained the procedures with the accident reports to Leon McGahee. Both, Brooks and Herndon's reports were incomplete. Dennis said Leon needs to let those divisions know to contact him immediately after an accident so he can fill out all reports and do his investigation. Leon said just this last week at their safety meeting he informed all the supervisors to contact him. Sometimes he is not informed of the accidents until they are put on the agenda for the VARB meeting.

C. Ramon Ortega-Streets (11/20/12)

Mr. Ortega was present. Safety Rep Norman Busch was also present. Mr. Ortega said the mailbox was right next to the curb. The curb had to come out. This was very hard to prevent. When we have to do a dig out, he said he tries not to hit things. The only way to prevent hitting them is to dig them out by hand. A lot of the mailboxes have concrete in them and it would take a long time to dig them out by hand. He said he was going forward in the backhoe and hit the mailbox by accident with the front bucket. He was picking up the busted road and the corner of the front bucket caught a hold of the mailbox and pulled it out.

Motion by Bothell with second by Busch to rule this as a Chargeable Collision with two (2) points assessed. AYES: All NAYS: None Motion carried.

D. Clint Macias-SWC (11/20/12)

Mr. Macias was not present. Safety Rep Paul Caldwell was present. A citizen submitted a letter stating that an orange and white waist truck merged into her lane and forced her into the curb on Sheridan Rd. Her rim was scratched up. Mr. Macias was not in that area at the time of the incident.

Motion by Bothell with second by Dentler to rule this as an Unsubstantiated Claim with zero (0) points assessed. AYES: All NAYS: None Motion carried.

E. Richard Baxter- SWC (12/28/12)

Mr. Baxter was not present. Safety Rep Paul Caldwell was present. Mr. Donald Holmes was present as a witness. Mr. Holmes said that he and Mr. Baxter were both inside the vehicle with Mr. Ervin. No one got out of the vehicle and Mr. Ervin did not ask one of them to get out of the vehicle to guide him. Paul Caldwell said Mr. Ervin was a new employee. The back end of the truck hit a phone box.

The Board agreed that Mr. Baxter was partly responsible for the accident. He was the ground guide. The Board recommends that the discipline be made by the Division. The Board decided after the recommendation that it stated in the policy that they are able to issue points to non-operator personnel. Therefore this incident was tabled until the next meeting.

F. Airieus Ervin-SWC (12/28/12)

Mr. Ervin was not present. Safety Rep Paul Caldwell was present. Mr. Ervin is no longer a City of Lawton employee. Mr. Ervin was backing up at Comanche Funeral Home. He was backing up when he saw a phone box; he then pulled forward to avoid hitting it. As he was pulling forward the back tires fish tailed and clipped the phone box with the back passenger side of the truck. There was snow and ice on the driveway. There were 2 other men inside the truck with him. Motion by Bothell with second by Brown to rule this as a Chargeable Collision with three (3) points assessed. AYES: All NAYS: None Motion carried.

G. Christopher Devine- Drainage Maint. (11/1/12)

Mr. Devine was present. Safety Rep Cam Huynh was also present. Mr. Devine said he was clearing limbs and debris from a dam with the track hoe. When he pulled on a tree limb it came back and broke the lower window on the track hoe. Motion by Bothell with second by Dentler to rule this as a Non-Preventable with zero (0) points assessed. AYES: All NAYS: None Motion carried.

H. Arthur Nunley-Water Distribution (5/26/12)

Mr. Nunley was not present.

Motion by Bothell with second by Dentler to table this incident.

AYES: All NAYS: None Motion carried.

I. Arthur Nunley-Water Distribution (12/10/12)

Mr. Nunley was not present.

Motion by Dentler with second by Bothell to table this incident.

AYES: All NAYS: None Motion carried.

5. Consider any other injuries reported: None
6. Communication/Discussion: None
7. Adjournment: Motion by Brown with second by Wright to adjourn meeting at 3:00 pm.