

**MINUTES
GENERAL EMPLOYEE
VEHICLE ACCIDENT REVIEW BOARD (VARB)**

Wednesday, April 5, 2023
Public meeting rm #3
City Hall - 212 SW 9th St
1:30 pm

The meeting was called to order by Chairman Studebaker at 1:32pm.

1. Roll Call Ryan Studebaker, Chairman
 David Miller, Equipment Maintenance
 Candy Brown, Safety & Risk Administrator

Others Present:

Cynthia Cornish, Human Resources
David Hastings, Wastewater Treatment Plant Superintendent
Kirk Scott, Water District Superintendent
Street Field Supervisor, Cliff Martin

2. Minutes:

- A. Approval of February 1, 2023, minutes

Chairman Studebaker asked the minutes to be amended to show that a meeting that was supposed to have been held on March 1 did not occur and the next meeting date was scheduled April 5, 2023.

Motion to approve the minutes with amendment by Miller with a second by Brown

AYES: Brown, Miller, Studebaker

No: None

NEW BUSINESS:

- A. Consider Human Resources Accident:
Paula Medina— (03/20/2023)

Brown asked Medina to explain how the accident occurred.
Medina explained she was getting into her vehicle that was facing North on the West side of the building, as she attempted to open the door (with her hand full) She propped the door with her foot but the wind caught the door hitting the city vehicle. The wind was very high that day. She contacted her Supervisor Candy Brown and told her what happened.

Chairman asked her if this was her personal vehicle that hit the city car.

Medina replied it was.

Brown explained the damage was very minimal.

Brown made a motion to rule this a Chargeable Damage Incident with 1 point assessed minus 1 due to minimal damage for a total of zero (0) points Second by Miller

AYES: Brown, Miller, Studebaker

No: None

Motion carried.

B. Consider Wastewater Treatment Plant accident:

Wayne Kennard (03/15/23)

Kennard was present with WWTP Superintendent David Hastings

Kennard explained that when he was returning from the landfill, he heard a noise from behind him and pulled over the truck to find out the back windshield had broken/shattering with every bump on the road.

Chairman asked if the window was already shattered.

Kennard replied as far as he could tell it was intact.

Miller asked if it was hooked to side of trailer at the time.

Kennard replied it was

Brown made a motion to rule this a Non-Preventable Damage Incident with 3 points assessed. Second by Miller

AYES: Brown, Miller, Studebaker, Hastings

No: None

Motion Passed

C. Consider Water Distribution Accident:

Ely Vargas-Fred (03/14/23)

Ely Vargas-Fred was present with Water District Superintendent kirk Scott.

Vargas-Fred explained he was back filling and as he curled the bucket, he did not realize there was a rock in it and it came out in the cab and broke window.

Scott replied he did not feel like he was being wreckless

Studebaker asked if the three windows latched onto each other.

Scott replied they did.

Brown made a motion to rule this a Non-Preventable Damage Incident with 0 points assessed. Second by Miller.

AYES: Brown, Miller, Studebaker

No's: None

Motion Passed

D. Consider Streets & Traffic Accident:

Frankie Valdez (03/9/23)

Frankie was present with Street Field Supervisor, Cliff Martin

Frankie stated he was pulling right out of a parking lot and misjudged his distance and turned too soon.

Brown asked if he drove this vehicle often.

Valdez replied he had just started.

Martin commented they lost their veteran drivers and was looking for Valdez to be permanent.

An estimate for repairs was given in the amount of \$4,235.79.

Brown made a motion to rule this a Preventable Collision with 2 points assessed plus 1 for excessive damage with a total of 3 points. Second by Miller

AYES: Brown, Miller, Studebaker, Martin

No's: None

Motion Passed

5. Next meeting date May 3, 2023.

6. Adjournment

Motion to adjourn by Brown with a second by Miller adjournment @ 2:15 pm.