

**MINUTES  
GENERAL EMPLOYEE  
VEHICLE ACCIDENT REVIEW BOARD**

Tuesday, August 11, 2020  
Mayor's Conference Rm  
City Hall - 212 SW 9<sup>th</sup> St  
1:30 pm

The meeting was called to order by Chairman Morris at 1:35pm.

1. Roll Call                      Brian Morris, Chairman  
                                        David Miller, Equipment Maintenance  
                                        Candy Brown, Safety & Risk Officer  
  
Members Absent:        None  
  
Others Present:        Cindy Griffin, Admin Asst. III - HR  
                                        Britt Hubbard, SWC  
                                        James Lovingier, Safety Rep, Equip Maintenance

2. Minutes:  
  
A.        Approval of July 7, 2020 Minutes  
          Motion to approve minutes by Brown with a second by Miller  
          AYES: All – NAYS: None  
          Motion carried.

3.        **Old Business:**

**Consider Sewer Construction Accident:**

1. Chittum, Berchie (06/02/20)

Morris asked Chittum to describe the incident that took place on the 2<sup>nd</sup> of June.

Chittum explained he was asked to move the truck forward to unload base, he pulled it up about 5 ft and did not notice the meter because of the tall grass.

Morris asked if there was any damage to the meter and if he is cleared to drive a city truck.

Chittum replied there was some damage to the meter and that he is clear to drive a city vehicle.

Hubbard explained that typically Centerpoint will replace those meters.

Miller suggested putting a cone in front of those meters if they are obstructed by grass.

Hubbard replied they typically put a tall pole in front of them.

**Motion made by Brown with a second by Miller to rule this as a Chargeable Collision with three (3) points assessed minus 1 for minimal damage.**  
**Motion Carried**

**Consider Sewer Construction Accident:**

2. Payne, James (06/11/20)

Morris asked Payne to describe the incident that took place on the 11<sup>th</sup> of June.

Payne explained He went into the parking lot with the 6-wheel dump truck to get something out of his personal vehicle and misjudged the turn and hit the front of a POV. He was aware he should not have been in that parking lot with the dump truck.

Morris asked if he had a CDL.

Payne replied he's had his CDL since December 2019.

Miller asked if there was any damage to the dump truck.

Payne replied there was no damage just a scratch where he clipped it.

**Motion made by Miller with a second by Brown to rule this as a Chargeable Collision with three (3) points assessed.**  
**Motion Carried**

4. **New Business:**

**A. Consider Sewer Construction Accident:**

1. Sparks, Kenneth (07/06/2020)

Morris asked Sparks to explain the incident that occurred on 7/6/20

Sparks explained they were working in tight area in an alley on J Avenue when the machine he was operating bumped into the gas meter.

Was asked if he did any damage to the Trackhoe.

Sparks replied there was not.

Morris asked Sparks how long he had been working in this area and did he not know the gas meter was there.

Sparks replied they had been on that jobsite about a week and half and that he was in such a tight area. There were two gas meters and it punched a hole in one of them and cracked hole in the top of the other.

Morris asked if he typically operates this machinery.

Sparks replied this one is a lot smaller (which does not have much room) but he typically operates the bigger ones.

**Motion made by Hubbard with a second by Miller to rule this as a Chargeable Collision with three (3) points assessed minus 1 for minimal damage.**

**Motion Carried**

**B. Consider Equip Maint Accident:**

1. Cintora, Enrique (07/01/20)

Mr. Cintora and Safety Rep James Lovingier were present.

Morris asked Cintora to describe the incident that occurred on 07/01/20.

Cintora explained he was assigned to check the power steering on the curotto can truck, when he pulled up to the bay and brought the can down and pulled into the Shop. He wanted to checked it further and decided to put the cab up, pulled the vehicle back out, but while trying to stow the can it stopped midway, he did check the monitor on the dash and read that the packer was not retracted, he placed the can back on the ground and retracted the packer, there was a red stripe on monitor that went from red to green. Checked the mirrors to see that the arms were in their position, the monitor showed they were, and he attempted to pull back into the shop when he heard the crunching sound and immediately hit the brakes and reported the accident.

Miller asked how many times he had worked on this truck.

Cintora replied he had never worked on this one and usually Lefty works on it.

Safety Rep Lovingier commented that Lefty is well adverse on this truck and they were short-handed that day so Cintora had to. No one has the level of training that is needed on these trucks and they are mechanics, not operators.

Miller replied that all mechanics should be have knowledge to work on all trucks.

**Motion made by Brown with a second by Miller to rule this this as a Chargeable Collision Incident with Three (3) points assessed plus one (1) for excessive damage.**

**AYES: All – NAYES – None**

**Motion carried**

**C. Consider Wastewater Maint Accident:**

2. Simmons Jr, Charles (07/27/20)

Simmons and Safety Rep Chew Allen were both present.

Morris asked Simmons to describe the incident that took place on 7/27/20.

Simmons explained that he was digging sewer main when he backed up as far as he could to and misjudged where the tooth was going and when he put the bucket to take a scoop of dirt out that was when he got the phone line.

Morris asked if they had Okie mark it and does, he typically operates that machinery.

Simmons replied they were marked and no he had not operated the machinery before.

**Motion made by Brown with a second by Miller to rule this this as a Chargeable Damage Incident with One (1) point assessed.**

**AYES: All – NAYES – None**

**Motion carried**

5. Communication/Discussion:
6. Confirm next meeting date September 1, 2020.
7. Adjournment  
**Motion made by Brown with a second by Miller to adjourn meeting at 2:54pm.**