

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

Wednesday, November 2, 2022

Public meeting rm #3

City Hall - 212 SW 9th St

1:30 pm

The meeting was called to order by Chairman Studebaker at 1:33pm.

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

Others Present:

Cynthia Cornish, Human Resources
David Little, Streets Field Supervisor
David Johnson, SWC Supervisor
Mark Moore, Meter Services Supervisor

2. Minutes:

A. Approval of October 5, 2022 minutes

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

AYES: Brown, Miller, Chairman

Nays: None

OLD BUSINESS:

- a. Consider Streets Accident:

Michael Higgins II (09/08/22)

Supervisor David Little was present. Michael Higgins II absent

Little explained after Higgins raised the bed to dump, he heard a loud pop after he moved the truck forward.

Chairman asked if it was Fiberoptic

Little wasn't sure but stated Melissa tried to call AT&T but the number they have on file is no longer a working number, so they did not have a contact person.

Brown asked what Higgins could have done different to prevent this from happening

Little replied he needs to watch out overhead and be aware of his surroundings.

Brown made a motion to rule this a Chargeable Collision with 3 points assessed minus one for minimal damage. Second by Miller

AYES: Brown, Miller, Studebaker, Little

Nays: None

Motion carried

NEW BUSINESS:

A. Consider Solid Waste Collection Accident:

Baylor Sparks – (08/22/22)

Supervisor David Johnson was present. Baylor Sparks was absent

Chairman asked if Johnson had any pictures of the accident since there was not any included in the report.

Johnson had some pictures on his phone and showed the committee

Johnson explained Sparks made a bad decision and went through the wrong way resulting in damage to the roof which was minimal (one shingle)

Brown explained they have not received a tort claim from the owner yet.

Brown made a motion to rule as Chargeable Collision with 3 points assessed minus one for minimal damage. Second by Miller

AYES: Brown, Miller, Studebaker, Johnson

Nays: None

Motion Carried

B. Consider Streets Accident:

David Martin – (09/08/2022)

Supervisor David Johnson was present, David Martin absent.

Johnson explained Martin had disconnected the latch from his side of the truck; however, the temp employee failed to unlatch his side resulting in hitting the pole. Martin was not at fault on this incident. The temp has since been retrained after this accident.

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

AYES: Brown, Miller, Studebaker

Nays None

Motion Carried

- C. Consider Wastewater Treatment Plant Accident: **TABLED**
Elvin Owens (9/13/2022)

Neither Elvin Owens nor a representative were present.

Brown made a motion to table this with a second by Miller.

AYES: Brown, Miller, Studebaker

Motion Carried

- D. Consider Meter Services:
Devin Vaughn Williams (9/13/2022)

Devin Williams and Supervisor Mark Moore were both present

Williams explained the car in front of him was moving forward but then tapped her breaks and slammed them causing him to hit her from behind.

Brown asked if there was any damage to the truck

Moore replied no damage to the truck, the damage you see in the pictures were from previous accidents.

Brown stated as of today there has not been a tort claim filed

Miller made a motion to rule this a Chargeable Collision with three points assess minus one for minimal damage. Second by Miller

AYES: All – Brown, Miller, Studebaker, Moore

Motion Carried

- E. Consider Sewer Rehab Accident: **TABLED**
Aaron Williams – (10/02/2022)

Aaron Williams was present, but a representative was not.

Brown made a motion to table since representative was not present. Second by Miller.

AYES: Brown, Miller, Studebaker

Motion Carried

5. Communication/Discussion:

6. Confirm next meeting date December 7, 2022.

Chairman confirmed with committee they could attend next meeting date.

7. Adjournment

Motion to adjourn by Miller with a second by Brown adjournment @ 2:30 pm.