



CITY OF PORTLAND
OFFICE OF MANAGEMENT AND FINANCE

Sam Adams, Mayor
Jack Graham, Chief Administrative Officer
Jeffrey B. Baer, Director, Bureau of Internal Business Services

Kate Wood, Manager
Risk Management
1120 S.W. Fifth Avenue, Rm. 709
Portland, Oregon 97204-1912
(503) 823-5101
FAX (503) 823-6120
TTY (503) 823-6868

INTEROFFICE MEMORANDUM

TO: MAYOR SAM ADAMS
COMMISSIONER DAN SALTZMAN
COMMISSIONER RANDY LEONARD
COMMISSIONER NICK FISH
COMMISSIONER AMANDA FRITZ

FROM: TRACY L. HAMER, SR. RISK SPECIALIST

SUBJECT: SAFETY RECOGNITION DAY

DATE: TUESDAY, JANUARY 24, 2012

On Wednesday, February 8, 2012, the City will celebrate its sixteenth annual Safety Recognition Day. This is an event where Portland City Council sets aside a time to publicly recognize individuals and work groups that have actively promoted safety and loss prevention for City of Portland employees and citizens.

The recognition categories include:

- | | |
|-----------------------------------|---|
| 1. Safety Champion | 6. Outstanding Safety Committee Chairperson |
| 2. Industrial Ergonomic Solutions | 7. Safety Committees |
| 3. Partners in Prevention | 8. Significant Reduction of Losses, and |
| 4. Innovative Safety Solutions | 9. Top Safe Drivers |
| 5. Life Saver | |

Framed certificates of recognition are presented to the individuals and work groups that were nominated by their peers and managers, and handsome monogrammed jackets will be awarded to the Top Safe Drivers.

Recognition by the Mayor and Council Members has advanced safety and health throughout the City by reinforcing the respect, honor and value of employees and work groups whose efforts and contributions have ensured the safety of employees and citizens alike.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

Safety Recognition Day

DATE & TIME: Wednesday, February 8, 2012
Commencement at 2:00 pm
LOCATION: Council Chambers, City Hall
Reception and refreshments to follow in the main foyer after the event

Ceremony Protocols

1. 2:00 pm: welcome and opening remarks made by the Mayor;
2. Awards will be stacked on the Testimonial Table by bureau/department. A tent label will be on top of each stack identifying the Mayor or Commissioner to whom it belongs;
3. On top of each award will be a note card with a script about the recipient that the Council member will read;
4. Order of presentations:
 - Mayor Adams
 - Commissioner Fritz
 - Commissioner Leonard
 - Commissioner Saltzman
 - Commissioner Fish;
5. The Council member will come to the Testimonial Table to present his/her corresponding awards;
6. The Council member will ask the Award Recipient to come forward;
7. The Recipient will come to the testimonial table to receive recognition while the Council member reads the note card;
8. The Council member shakes hands with the Recipient;
9. During the handshake, or shortly after, the Council member and Recipient will look toward the photographer from Printing & Distribution and pose for a photograph;
10. The Recipient exits and the Council member will call the next recipient up and repeat steps 6, 7 & 8;
11. When the Council member is finished with his/her awards, he/she goes back to his/her place at the panel and the next Council member will come to the Testimonial Table and repeat steps 4 through 8 with his/her designated awards;
12. When the last Council member is done with his/her framed certificates, we will begin recognizing the Top Safe Drivers. The order of presentations will be the same as that for the Certificates so the Mayor will come back to the microphone;
13. An usher, standing just behind the Council member, will hand the Council member a script about the Top Safe Driver who is being recognized;
14. The Council member will call the driver to the testimonial table and read the script;
15. After the script has been read, the usher will hand the Council member the Driver's jacket. The Council member will put the jacket onto the driver. The Council member and Driver will shake hands and be photographed;
16. An usher will direct the Driver to the back of the testimonial table to wait until all Council members and Top Drivers are assembled for a group photograph;
17. Once the Council member is done recognizing his/her Drivers, he/she will step over to stand with his/her drivers behind the Testimonial Table and an usher will cue the next Council member to come forward and repeat steps 11 & 12 until all jackets are given out;
18. When all Council members and Top Safe Drivers are standing together, we will take a group photograph;
19. Kate Wood will make closing remarks and invite the attendees to take refreshments in the lobby area outside of Council Chambers; and
20. The event adjourns.

Program Team: Tracy Hamer, Program Lead & usher x 3-5480
Jillian Cornejo, usher x 3-9641
Jeff Guard, usher x 3-5389
Steve Morgan, usher
Photography performed by OMF Printing & Distribution

Safety Recognition Day

In recognition and honor of City employees who have made a significant contribution to the safety of our employees & citizens, please join:

Portland City Council & the Bureaus & Divisions of:

Development Services, Emergency Communication, Environmental Services,
Fire & Rescue, Office of Management and Finance, Office of Neighborhood
Involvement, Parks & Recreation, Portland Bureau of Transportation Maintenance
Operations & Parking Enforcement, Police & Water Works

in celebration of our sixteenth annual:

Safety Recognition Day

February 8, 2012,

Ceremony commences at 2:00 pm
Portland City Hall, Council Chambers
Reception & refreshments to follow



A special invitation is extended to the Directors of:

Portland Police Bureau,
Portland Fire & Rescue,
Portland Water Bureau,
Portland Parks & Recreation,
Bureau of Environmental Services, &
Portland Bureau of Transportation, Maintenance Operations

to receive, on behalf of their bureaus, a **Significant Reduction of Losses Award** in recognition of the safety and loss reductions accomplished during Fiscal Year 2011.



For more information, please call
Tracy Hamer City Risk at 503-823-5480

Safety Recognition Day

Wednesday, February 8, 2012

Introduction and Welcome

Mayor Sam Adams

Presentation of Awards

Mayor Adams:

Office of Management & Finance
Bureau of Revenue
Portland Bureau of Transportation
Portland Police Bureau

Commissioner Fritz:

Bureau of Emergency Communication
Office of Neighborhood Involvement

Commissioner Leonard:

Portland Water Bureau
Portland Fire & Rescue

Commissioner Saltzman:

Bureau of Environmental Services
Bureau of Development Services

Commissioner Fish:

Portland Parks & Recreation

Top Safe Driver Awards

Presented in the same order as the Certificates of Recognition

Closing remarks

Kate Wood, Risk Manager

Reception and refreshments in the main foyer

Mayor Adams

Introduction & Talking Points

Welcome to "Safety Recognition Day."

Today marks the sixteenth year of this annual event and I'd like to take a moment to share a little bit of the meaning behind the event.

The City of Portland is self-insured for several lines of coverage, one of which is Workers' Compensation. We are able to be a self insured employer because of our comprehensive safety and health management program which is a concerted effort between the City's Risk Management Division and each of our bureaus.

We could not have achieved such self sufficiency without the many safe choices, behaviors and contributions of our work force. Safety is not poster, or a plan, or a sticker on a hard hat; it's an integral part of our operations, woven into the way we do our jobs.

Sixteen years ago, Safety Recognition Day was launched as a means:

1. To identify employees who have advanced our safety culture
2. To thank them and voice our appreciation and the value of their efforts
3. And, to encourage them to continue nurturing and growing our safety culture

So, today, we pause in our busy schedules to recognize these important contributors. Because of their dedication to safety, the City has made great strides in reducing and preventing workplace injuries and illnesses.

Thank you all for coming today, and thank you for your many contributions to ensure the continued success of our safety program.

Office of Management and Finance

Mayor Sam Adams

Safety Committee Award

Would the members of the Office of Management and Finance's Safety Committee please come up as I call your name:

Gary Baldwin.
Dale Fessenden
Theresa Green
Nichole Guilfooy

Doug Stickler
Carol Timper
Paul Wallman
Paula Wendorf

This award is presented in appreciation of the safety committee's efforts to promote employee safety.

During 2011, the committee teamed up with the Portland Bureau of Transportation's Parking Enforcement Division to sponsor the "Safety Break for Oregon" event. The event included demonstrations and activities focusing on fitness, safety in the home and an introduction to the Point of Dispersal concept for emergency public health response.

They also established an inspection schedule for six bureau locations to identify and recommend corrections for potential safety issues such as narrow aisle ways, trip hazards, overloaded electrical outlets, and securing of shelving and shelved items.

The Committee increased its meeting schedule significantly in order to plan a demonstration and drill of a city wide Point of Dispersal Plan. The June exercise was successfully conducted before observers from other City bureaus, and evaluators from the county and state. The committee shared the video-taped results at the November Citywide Safety Committee Conference.

Would everyone from the OMF Safety Committee please remain for the next award?

Partners in Prevention Award

In addition to the Office of Management and Finance Safety Committee members here, would the following members of the Bureau of Transportation's Parking Enforcement Safety Committee please come up as I call your name:

- **Debbie Barkley**
- **David Brugger**
- **Mark Friedman**
- **Shelley Knezevich**

These Safety Committees partnered to produce and implement a Point of Dispersal (or "POD") Plan. The Plan is to disperse an oral antibiotic to city employees and for their families in the event of a declared bioterrorism action.

To facilitate the Plan, the two committees worked together on a "Safety Break for Oregon" event to introduce the POD process, including having three stations with interactive teaching games to help bureau members learn about the process and team member positions and responsibilities.

Their work led to the POD exercise. Together they set up, staffed, facilitated, and implemented an unrehearsed bioterrorism scenario.

Valuable experience and lessons were learned as a result of the drill, and it was demonstrated that with some minor adjustments, the model can be reproduced by other agencies in many locations.

These events would not have happened without the dedicated and cooperative spirit of these committee members. Thank you!

Top Safe Driver Award

Will **Vincent Scott Simon** from the Bureau of Internal Business Services, Facilities Division, please come up?

Vincent Scott Simon has been a Facilities Maintenance Technician with the city since 1999. Scott has always shown a willingness to take the initiative to ensure that he provides outstanding service. His efforts have led to improved facilities operations and resulted in tremendously positive feedback from service requesters.

On the road Scott has shown this same initiative by taking ownership of defensive driving tactics and making safety his first priority. The bureau is pleased to recognize Scott with this well-deserved award as this year's Top Safe Driver.

Office of Management and Finance Bureau of Revenue

Mayor Sam Adams

Safety Committee Award

When I call your name please step forward:

Gary Baldwin
Garry Benton
Karen Bradley-Jones
Adrienne Brown-Dunn
Allen Buller
Frank Dufay
Scott Ellertson

Marian Gaylord
Anne Holm
Scott Karter
Sarah Keele
Thomas Lannom
JoAnne Leigh
Dewey Meazell

Barbra Rice
Patricia Sanders
Colin Steeves
Leigh Wheeler
Kita Xayachack

The Revenue Bureau Safety & Wellness Committee meets on a monthly basis to identify and respond to potential and known hazards in the office environment.

Committee accomplishments include:

- AED/CPR Certification Training: Sponsored training which certified 25 employees in the use of CPR & AED
- Armed Intruder Preparation & Awareness Training: In response to news of an attack on an IRS office, the committee designed and implemented procedures for responding to an armed intruder in the workplace. Committee members consulted with the Portland Police Bureau and accessed a variety of safety materials for guidance. Panic buttons were installed and wired to activate red flashing lights when pressed. Protection rooms were identified and kick plates were added to reinforce doors.
- The Committee worked to revise and post an updated Revenue Bureau Emergency Evacuation Plan throughout the Bureau. The plan incorporates the following features:
 - It identifies and describes the duties of the zone monitors, evacuation coordinator(s), and exit monitors
 - Maps each zone within the office, and identifies the location important emergency features such as fire extinguishers and emergency kits
 - Uses an electronic "in/out" board which is printed each morning to identify employees in attendance

Bureau of Transportation - Maintenance Operations

Mayor Sam Adams

Safety Committee Award

Will members of the Environmental Systems Division Safety Committee please come up when I call your name?

- Wade Akines
- Doug Hickman
- Randy King
- Cate Perry

The members of the Portland Bureau of Transportation's Environmental Systems Division Safety Committee accomplished several goals this year.

- They were responsible for developing a new Snow & Ice Training Program for Maintenance Operations.
- They researched and developed a safety clothing program that upgraded employee safety vests. The Committee introduced a Class 2 safety shirt style that encourages more and more visible usage of our safety gear.
- They have modeled leadership that encourages and empowers employees to take initiative to improve safety throughout the Maintenance Operations Division.

Safety Champion Award

We are pleased to recognize **Justin Buchanan** as a Safety Champion within the Portland Bureau of Transportation.

- Justin is a safety champion not only for modeling safe work behavior in the Bureau's Traffic Maintenance Section, but by contributing to its safety program by volunteering to research and write portions of the Traffic Operations safety guidelines for the new Safety Manual.

Significant Reduction in Losses Award

Please come up **Suzanne Kahn** and **Eric Peterson**

In recognition of the Portland Bureau of Transportation Maintenance Operation for achieving a significant reduction of losses during the fiscal year 2011. Against an average of the previous three fiscal years losses were reduced in the following category of risk exposure:

- Workers' Compensation reduced 8%

Here to receive this award on behalf of the Bureau are Division Directors, Suzanne Kahn and Eric Peterson. Congratulations!

Top Safe Driver Award

Would **Michael D. Williams**. please come forward to be recognized as Maintenance Operation's Top Safe Driver for 2011?

Over the past 12 years, Mike has had no preventable collisions with the City and has built his driving expertise to the level that he is called upon to work skillfully and safely in a wide variety of CDL-required areas. He is always willing to share his knowledge and offers training assistance to his fellow employees. We are honored to recognize Mike as the Bureau's Top Safe Driver. Thank you, Mike!

Bureau of Transportation - Parking Enforcement

Mayor Sam Adams

Safe Driver of the Year Award

Will **Pam Harris** please come forward?

Pam has been a Parking Enforcement Officer for nearly 25 years. Pam spends a great part of her workday driving a Parking Patrol Scooter in heavy traffic; which requires her to maneuver close to cars, watch for pedestrians and other traffic while performing her work of timing vehicles, identifying violations and enforcing parking codes.

A parking enforcement officer works in a high pressure environment, never knowing when a disgruntled citizen might approach to talk about a citation. Pam models all of the attributes of an exceptional Parking Enforcement Officer.

We appreciate her dedication to safety and excellence!

Portland Police Bureau

Mayor Sam Adams

Safety Champion Award

Elise Levens, please come up.

The Portland Police Bureau is pleased to recognize Elise Levens as its safety champion. Elise has served on the Bureau's safety committee for 16 years. She has contributed to the safety of both sworn and non-sworn employees. Her passion for safety and safety-related issues is an inspiration to us all. Among many examples;

- Of her own accord, Elise's identified a need for a facility safety checklist that Safety Committee members use while conducting facility inspections. She subsequently developed a comprehensive document which improves the efficiency and effectiveness of inspections and can be used at all Bureau facilities.
- Again, of her own accord, Elise began inspecting first aid bags in patrol cars. She found that the bags were in poor condition. Some cars didn't even have them! Elise reported the problem and took action to ensure all of the patrol cars were outfitted properly.

Her effort is especially meaningful because when she took on this project, the Bureau had two safety committees; one specializing in sworn personnel safety and one for non-sworn personnel. At the time, Elise was a member of the non-sworn committee and first aid bags was a safety issue for sworn personnel. But in true safety champion fashion, Elise simply took action to ensure the safety of all bureau employees.

Significant Reduction in Losses Award

This award is given in recognition of the Portland Police Bureau for achieving a significant reduction of losses during fiscal year 2011 against an average of the previous three fiscal years in the following categories of risk exposure:

General Liability	losses reduced 11%
Fleet Liability	losses reduced 25 %
Workers' Compensation	losses reduced 57%

Here to receive this award on behalf of the Bureau is Police Chief Mike Reese.

Bureau of Emergency Communications

Commissioner Amanda Fritz

Will **Stephanie Solomon-Lopez** please come forward to receive the Bureau of Emergency Communications **Outstanding Safety Committee Chairperson Award**?

Stephanie has served as chairperson of the Bureau's Safety Committee for several years and has contributed much to the Bureau's safety program.

Stephanie's greatest strengths, however, are her easy accessibility and genuine concern for the welfare of others. She is well-liked, trusted, and employees are comfortable bringing their safety concerns to her; which have ranged from indoor air quality issues to ants marching around the lunch room.

Among her notable achievements as chairperson, Stephanie has:

- Organized effective safety committee operations
- Coordinated the acquisition of specialized ergonomic chairs for 911 call takers, and
- Improved communication so that the Safety Committee is aware of and can address a problem well before it becomes a major issue

Thank you Stephanie. As a result of your leadership, everyone is aware that safety comes first!

Office of Neighborhood Involvement

Commissioner Amanda Fritz

Safety Champion Award

Will Susan Barr, Information & Referral Specialist, please come up?

Susan has been a vital member of the Office of Neighborhood Involvement Safety and Wellness Committee for several years. She has become the Bureau's unofficial "Wellness Champion" through her work on the committee and has had a dramatic influence on the Bureau's overall culture with regard to wellness.

She was instrumental in putting together the Bureau's first ever employee wellness survey, organized focus groups to address specific issues, and helped launch the inaugural Bureau-wide "Wellness Challenge". Due to the success of this event two subsequent Challenge events have been put on by Susan and the safety committee.

In addition, Susan is editor of the Bureau's newsletter the "Be Well Gazette" and Safety and Wellness Bulletin Board which provides helpful tips for improving personal well-being. Susan has represented the Bureau on the Citywide Wellness Committee for the past several years. While all these efforts have definitely helped promote wellness in the workplace, perhaps the greatest single catalyst for improvement has been the infectious enthusiasm that Susan exudes about the topic.

Thank you Susan!

Portland Fire & Rescue

Commissioner Randy Leonard

Top Safe Driver Award

Will Jeremy Fraijo please come up?

Four years ago Station 8 took possession of a new aerial platform that was much larger than the equipment then in use. Piloting this large apparatus is a demanding task, and Firefighter Jeremy Fraijo stepped up and handled the many resulting maneuverability challenges, surpassing all expectations.

Jeremy is always conscious of safety while driving, operating the aerial, on the fire ground, or in the station. He has proven to be a natural teacher and mentor to the other members at Station 8. He always verifies that his apparatus is secure and road worthy, and makes sure that all members are seated and belted during travel.

We are pleased to recognize the vital contributions Jeremy has made to the Fire and Rescue team. Congratulations!

Significant Reduction in Losses Award

This award is presented to Portland Fire & Rescue's for achieving a significant reduction of losses during the fiscal year 2011 against an average of the previous three fiscal years in the following categories of risk exposure:

General Liability	losses reduced 45%
Fleet Liability	losses reduced 24 %
Workers' Compensation	losses reduced 45%

Here to receive this award and Council's appreciation on behalf of his Bureau is Fire Chief John Klum.

Water Bureau

Commissioner Randy Leonard

Safety Champion Award:

Would **Steve Schenk** please step forward?

The Bureau is honored to recognize Steve as a Safety Champion.

Steve dedicated time and effort reviewing the Bureau's hazardous material standards and training. Subsequently, he developed an action plan and training schedule to enhance first aid and hazardous material training for employees working in remote locations that may experience a delay in emergency response.

Steve is commended for his oversight of safety issues particularly with new projects and effectively managing safety concerns.

Safety Champions Award:

Would the following employees please step forward?

- **Rob Brinkman,**
- **Tom Gogas**
- **Ashley Schaer**

The Bureau wishes to recognize these Safety Champions for their help in developing and launching a Confined Space training video for employees. The video focuses on emergency rescue procedures and is used in confined space refresher training for Water Bureau employees.

We appreciate the help and expertise you brought to the project!

Safety Champions:

The Water Bureau honors its entire team of 1st Aid & CPR instructors; please step forward when I call your name:

- **Eric Brainich**
- **Debi Caskey**
- **Pat Easley**
- **Jason Fitzgerald**
- **Eric Fullan**
- **Cassidy Kane**
- **Leigh Kojiro**
- **Curtis Roth**
- **Jasmine Varela**
- **Terry Wenz**

This group is comprised of volunteers who conduct monthly 1st Aid & CPR training for employees. Instructors take their duties seriously and with dedication.

Outstanding Safety Committee Chairperson

Would **Ashley Schaer** please step forward to receive recognition as Outstanding Safety Committee Chairperson?

Ashley has served as Interstate Safety Committee Chairperson during 2011. She is commended for her organizational skills, facilitation abilities and her enthusiastic commitment to the committee. She is eager to address and resolve safety concerns. Her "can do" attitude has a positive affect on committee members and bureau employees. During the year, Ashley:

- Identified and tracked safety deficiencies thereby expediting investigation and resolution
- Maintained subcommittee schedules and accountability
- Ensured Committee involvement in the 2011 Health, Safety, Sustainability Fair which had the highest approval rating of the past several years
- Nurtured an environment within the Committee in which members felt comfortable addressing difficult and sensitive issues

Thank you, Ashley, for your leadership and enthusiasm!

Partners in Prevention Award:

Will the following partner members please step forward?

From City Fleet:

- **Alex Martinez**

From the Water Bureau

- **Shawn Dahrens**
- **Tom Dufala**
- **DiAnne Trachsel**

The installation of a new emissions system on the dump trucks caused an unacceptable noise hazard for drivers. DiAnne and Shawn brought this to the attention of management. Working with Tom and Alex, they found a safe solution that would maintain emissions control and reduce sound levels that otherwise could put drivers' hearing at risk.

Alex, Tom, DiAnne and Shawn, we appreciate your diligence to the safety and health of City employees!

Partners In Prevention Award:

Please come forward as I call your name.

From the Bureau of Environmental Services:

- **Ericka Koss**
- **Tom Pfeiffer**

From the Portland Bureau of Transportation

- **Cedar Heinle**

- Gary Hopkins
- Ryan Mace
- David O'Longaigh

From the Purchasing Department:

- Kelly Davis

From the Water Bureau

- Rod Allen
- John Bee
- Marc Crowder
- Pat Easley
- Tim Hall
- Dan Hogan
- Ben Gosset
- Leigh Kojiro
- Vu Mai
- Jim Smith
- Kevin Tolson
- Keith Walker
- Dan Ward

This group coordinated efforts on repairs to a retaining wall at the Barbara Gibbs Pump Station. The retaining wall at the Barbara Gibbs Pump Station was failing and the hillside was moving. On site were high-voltage electrical cabinets that started to tilt. There was a good chance that they could have torn away during a landslide, and pose a significant safety hazard to staff and the public.

An emergency declaration was prepared to expedite repairs. Engineering from Transportation, Environmental Services and Portland Water Bureau worked quickly to prepare a contract. Purchasing assisted with processing the contract. Portland Water Bureau's electrical and operational crews coordinated with PGE to shut down the pump station and disconnect the electricity. Operations Analysis modeled water flows to assist with operational changes to accommodate the repair.

The repair is now under construction. Thanks goes out to these groups for their quick response and team work in addressing this issue.

Industrial Ergonomic Solutions Award:

- Linn Arnold
- Ron Drath please come forward?

Water Bureau's meter readers were experiencing repetitive motion pain and injuries from the lid lifting methods being utilized. They brought this to the attention of their manager, Ron Drath. Ron worked closely with Linn Arnold, General Mechanic for the tool room, to identify the employees needs and resolve weight and angle concerns. They developed a light weight, ergonomically shaped lifting device, which promises to significantly aid lifting heavy lids and reduce employee strains and stress.

Thank you for your innovation and commitment to making the workplace safe!

Safety Committee Award

Will the following members of the **Interstate Safety Committee** please step forward?

**Becca Bartleson
Stan Bleszinski
Debra Caskey
Kinjie Coe
Marc Crowder
Kim Dinan
Tom Dufala
Jamaal Folsom**

**Eric Fullan
Patrick Hagerty
Sara Maier
Kelly Mulholland
Kirk Nibler
Rob Paterson
Ashley Schaer
Mark Schnoor**

**Carol Stahlke
Jonathan Syphard
Kevin Suell
Vill Villanueva
Nicki Villebrun-Nelson
Andrew Wendelschafer**

The Committee represents all of the bureau's field forces stationed at the Interstate facility and includes Maintenance and Construction, Operations, Field Customer Service, Meter Shop and Safety. The Committee has a safety deficiency reporting process where they maintain the data base to track these items through to resolution.

The Committee worked with the Bureau's fleet manager to address noise level concerns on exhaust systems on dump trucks, review of the quick connects that secure implements on the back hoe and excavator buckets, and conducting vehicle inspections.

Speed and vehicle/pedestrian paths in and around the facility are also a critical issue for the Committee. Speed signs were posted and stops signs were made more visible.

The Committee has implemented several promotional efforts which include selecting and recognizing a "safe employee of the month", safety games and posters and the annual Safety and Health Fair which was expanded to include sustainability.

Thank you for your great work!

Safety Committee Award:

Will the following members of the **Bull Run Safety Committee** step forward?

**Robert Alter
Scott Bryan
Debi Caskey
Andrew Degner
Conway Brelin
Bruce Bulick
Jody Burlin**

**Annette Cilley
Rick Ehlert
Jamaal Folsom
Eric Fullan
Tim Grandle
Josh Jeffery
Cliff Jensen**

**Randy Kane
Craig McMillan
Rod Pike
Steve Schenk
Rich Seright
Bill Sinnott**

The Bull Run Safety Committee is comprised of employees from Sandy River Station, Water Treatment, Engineering, Emergency Management, Security and Safety. While

the Committee has many ongoing projects, it's current focus is on inspections, pre-job planning and teamwork.

The group continuously addresses safety issues in the watershed to improve communication, check-in & out procedures, satellite phones and radio, Global Positioning Satellite support and improving signage on watershed roads. The Committee developed an emergency response procedure to address events that could possibly occur in the watershed. This includes wild land 1st aid training for personnel, working with Life Flight to identify landing zones for medi-vac rescue helicopter, and developed a training video to address a medical emergency in the watershed.

Thank you for your dedication to safety!

Safety Committee Award:

The following members of the **Portland Building safety committee** please come up:

**Mark Boyko
Eric Brainich
Debra Caskey
Gary Egan**

**Jamaal Folsom
Eric Fullan
Robin Hagedorn
Kate Leatherbarrow**

**Shannon Musson
John Popenuk
Mark Sieborg
Terry Wenz**

Water Bureau's Portland Building Safety Committee includes representatives from Administration, Engineering, Customer Service, Resource Protection and Safety. Members also serve as Floor Wardens. Since this location is predominately an office environment, the Committee has focused on improving quarterly inspections.

The Committee sponsors an annual "Take A Break For Safety" that corresponds with Oregon OSHA's statewide event. The event is popular with employees and provides a variety of safety information from emergency preparedness, bike safety, home safety, and includes related door prizes.

Thank you for promoting safety!

Significant Reduction in Losses:

In recognition of Portland Water Bureau for achieving a Significant Reduction of Losses during fiscal year 2011 against an average of the previous three fiscal years in the following categories:

General Liability	reduced 22%
Workers' Compensation	reduced 20%

Here to receive this award on behalf of the Bureau is Director, David Shaff.
Congratulations, David!

Top Safe Driver:

Pete Schlunegger please step forward.

Pete Schlunegger is a Watershed Specialist II who has been working at Sandy River Station for eight years. He is responsible for driving large dump trucks and a variety of other equipment in the Bull Run Watershed. His duties also include plowing roads to remove snow in the winter. Snow plowing in particular can be very hazardous due to the steep and narrow roads which are often blocked with trees and other debris. Negotiating a large snow plow through this terrain can be very challenging. Pete has not had an accident in his eight years at the Water Bureau. This is a remarkable accomplishment given the challenges of his job. Pete is also actively involved in the Bull Run Safety committee and has provided a great deal of input improving watershed safety.

Bureau of Development Services

Commissioner Dan Saltzman

SAFETY COMMITTEE AWARD

Will the following committee members please come up when I read your name?

- **Kathy Saunders**
- **Dave Westphal**
- **Mike Liefeld**
- **Douglas Hardy**
- **Mark Feters**
- **Denise Kleim**, Management Advisor to the Committee

In 2011 the Bureau of Development Services Safety Committee began a campaign to promote wellness. The Committee submitted articles to the monthly employee newsletter on wellness topics ranging from how to use the Employee Assistance Program's "Health Coach" services to ways employees could "Start Small and Finish Fit".

In July, the Committee began hosting a monthly *Fun Run / Walk / Jog* at noon. All City employees in the 1900 Building were invited to participate in the monthly event. Field staff, who weren't able to participate downtown, were offered pedometers and encouraged to track their daily number of steps.

Our thanks to the safety committee for encouraging everyone to achieve better health!

PARTNERS IN PREVENTION AWARD:

Will the following partners please step forward?

From the Bureau of Internal Business Services:

- **Jeffrey Baer**, Director
- **Robert Kieta**, Facilities Operations Manager

From G4S Secure Solutions

- **Gary Crane**, Security Manager

From the Portland Police Bureau:

- **Officers James Crooker, Joseph Young and Kris Barber**

From the City Attorney's Office:

- **Roland Iparraguirre**

From the Multnomah County District Attorney's Office:

- **Amber Kinney**

From the Bureau of Development Services:

- **Michael Liefeld**, Code Enforcement Section Manager
- **Jim Nicks**, Inspections Services Division Manager
- **Denise Kleim**, Senior Business Operations Manager

In May 2011, after numerous citations for dangerous code violations, a citizen began making threats of physical harm against an inspector in the Bureau of Development Services. The Bureau began working with other City bureaus and companies to safeguard the well-being of the inspector and other staff. Officers Joseph Young and Kris Barber met with the citizen and warned him to cease making threats.

When the threats continued, Jeffrey Baer and Robert Kieta from the Bureau of Internal Business Services worked with Deputy City Attorney, Rob Iparraguirre to initiate an exclusion order prohibiting the citizen from contacting the inspector and entering City offices. Gary Crane from Wackenhut worked to increase awareness about the exclusion order with security guards and staff housed in the 1900 and Portland Buildings and City Hall.

Because of the dangerous nature of the property violations, the City's Code Hearings Officer ordered the property vacated. When the citizen was subsequently arrested for trespassing, the Multnomah County District Attorney's Office included as a condition of his sentence that he was to have no further contact with the inspector or any other City employee.

The prompt, coordinated actions by City staff and other agencies demonstrated effective partnering to stop the threats and deter potential violence against employees.

Top Safe Driver:

Would **Forrest Gill** please come up to be recognized as the Bureau of Development Services Top Safe Driver during 2011?

Over the past several years, drivers within the Bureau have collectively averaged driving more than 500,000 miles per year.

Forrest Gill began his career with Development Services in 1995, and currently serves as a Commercial Plumbing Inspector. During his successful tenure with the Bureau, driving has been a daily part of his job responsibilities. When driving to construction sites and other locations, Forrest takes care to plan safe driving routes and has been an exemplary City driver.

Forrest is known as a consummate professional who always provides first-rate assistance to customers and employees. We are honored to recognize him today as our top safe driver.

Thank you for staying safe on the road and for all of the good work that you do.

Bureau of Environmental Services

Commissioner Dan Saltzman

Safety Champion Award

Will **Josh Nault**, Senior Public Works Inspector, please come forward?

The Fanno Creek and Multnomah projects were major undertakings that involved a heavily trafficked thoroughfare with many hazardous exposures to the public, employees and contractors. Josh diligently worked with the construction team to address any safety issues that came up and ensured that all identified hazards were addressed. We thank him and credit much of the success of these projects to his hard work and emphasis on safety.

Safety Champion Award

Will **Dave Baylis**, Public Works Inspector, please come forward?

Dave is ever vigilant in protecting and ensuring the safety of the Contractors and Bureau staff. He will immediately step in and notify anyone of safety violations and what should be done to correct them. He is a very proactive inspector who is usually at least one step ahead of the Contractors in planning work and suggesting methods to help make work that will occur later in a project safer by offering sequencing suggestions.

Safety Champion Award

Will **Tom Pfeiffer**, Supervising Engineer, please come forward?

The Bureau of Environmental Services Construction, Design and Maintenance Engineering Groups are all certified under Oregon OSHA's prestigious Safety & Health Achievement Recognition Program. As a part of the annual review, the Material Testing Lab was identified as needing improvement.

As Manager for the Material Testing Lab, Tom committed to improving the facility's safety culture and championed the following accomplishments:

- He Initiated a site specific safety committee,
- Set up regular safety meetings
- Established Job Hazard Analyses and Material Safety Data Sheets to better identify potential risk exposures, and
- Championed the acquisition of specialized equipment to simplify and improve safety within work processes.

As a result of Tom's efforts and leadership, the Construction, Design and Maintenance Engineering Groups are well positioned to earn their fourth year of certification.

Outstanding Safety Committee Chairperson

Will **Veronica Ferguson**, Sr. Public Works Inspector, please come forward?

As acting Chairperson of the Incident Analysis Safety Committee, Veronica has made many positive changes. Meetings are held as frequently as necessary to stay current with all reported incidents. She developed a new Incident Report Log to better define each incident and provide a method for all appropriate parties to review the status updates in a timely and accurate manner. Veronica's commitment to safety has improved the efficiency and effectiveness of our safety program.

Outstanding Safety Committee Chairperson

Will **Steve Hawkins**, Civil Engineer, please come forward?

Steve currently serves as the Chairperson of the Bureau of Environmental Services Design and Construction Safety Committee. Meetings are well organized and he stays on top of issues to ensure that there is follow-through.

- He actively participates in the certification process for maintaining success in Oregon OSHA's Safety & Health Achievement Recognition Program
- He is currently developing a safety response check-list for sink holes to ensure optimal worker & public safety during emergency repair situations, which is a key action item for earning graduation next June, in Oregon OSHA's Program.

We appreciate Steve's keen interest and dedication to the safety process.

Partners in Prevention Award

Would the members of the Bureau of Environmental Services Safety Sponsor Committee come forward as I call your names:

- **Scott Gibson**, Chairperson
- **Bill Ryan**
- **Paul Gribbon**
- **Mark Hutchinson**
- **Mike Reiner**

This Committee provides upper management overview of work group safety committees and employee safety needs. The members rotate attending employee safety committees to provide feed back, write safety articles, promote employee safety, provide approval for safety equipment funding and recognize employees for their safety efforts. We appreciate their partnership and safety leadership.

Partners in Prevention Award

Will the following partners come up to receive this recognition on behalf of the Wastewater Group and the Engineering Services Group?

- **Bob Yaghmaie**, Capital Project Manager
- **Bryan Davis**, Construction Risk Safety Specialist
- **Mike Lombardi**, Senior Public Works Inspector

Many of the Bureau's construction projects involve tying into or working inside existing facilities, demolishing old infrastructure and working on systems that must remain in operation. Since facility operations are managed by a different group than design and construction, organizational bureaucracy can pose some challenges. Both construction and operational activities can produce hazards for workers in the other group. These two organizations, however, have come together to ensure the safety of everyone involved.

Procedures and protocols have been established to ensure that hazards are identified and eliminated where possible. These procedures have been used successfully to complete many complicated projects safely, for example:

Bob Yaghmaie (YAG-my) worked with City safety personnel and trainers to address serious hazards associated with sludge digesters. Digesters produce gas which is captured and used to produce electricity and heat boilers. A worker could become completely incapacitated in seconds when welding new sludge gas pipes to a live line. Much effort, planning and training was coordinated and championed by Bob, Bryan Davis and plant staff.

Similarly, Mike Lombardi, a senior inspector at the Columbia Waste Treatment Plant, developed a document that is used as a contact and coordination guide to improve safety while construction work is performed at the Plant.

Safety Committee Award

Will the following members of the **Design Construction Safety Committee** people come up when I read your name?

Laurie Allen
Mike Baker
Neil Bruesch
Neil Choate
Phil Choate
Pat Darby

Bryan Davis
Stephen Gawkins
Dave Killens
Rick McCoy
Patty Nelson
Joe Panis

Fahim Rahman
Mike Reiner
Paul Schuberg
Janet Strahl
Lyndell Walton

We are recognizing this group for continually exceeding safety committee regulatory requirements. This well blended working committee solves problems and gets results.

During 2011, the committee :

- Developed safety policies, contract language, training recommendations and systems for addressing safety issues. These efforts have made the Bureau's construction projects safer for contract workers, citizens and City employees.
- Implemented a Field Construction Sub-Committee to focus on employee needs at construction sites. Safety site visit reports are used as an awareness tool for employees and as a supportive documentation for continued certification under Oregon OSHA's Safety & Health Achievement Recognition Program.
- > One such accomplishment was finding a solution to help a confined space entry supervisor set up and use his tripod & wench at multiple entry operations. The sub committee successfully solved the challenge by fitting the system to the supervisor's van for easy mobility and use.
- Implemented an Incident Analysis Sub-Committee to focus on reviewing Incident Reports for root cause, severity, injury or damage and corrective actions. The results can be used to inform and improve safety awareness among employees working in the field.

Safety Committee Award

Will the following **Wastewater Group Safety Committee** members please come up when I read your name?

Chris Bamford
Steve Behrndt
Mike Ciolli
Armon Collmon
Steve Deatherage
Mike Donaldson

Rob George
Donna Hammond
Ron Lillenthal
Cliff Meier
Scott Norris
Rick Partridge

John Petty
Dave Remilard
Bill Sterling
Greg Taylor
Randy Tomsik

We are happy to recognize the contributions of this dedicated group. Together, they have:

- Developed a process to initiate and utilize sub committees
- Performed monthly, detailed, facility safety inspections, and
- Updated six Bureau safety policies during 2011.

Safety Committee Award

Members of the Bureau's **East Side Combine Storm Overflow Safety Committee** please step forward:

From Kiewit Bilfinger-Berger:

- Niels Kofoed
- Stephen Kendall

From the Bureau of Environmental Services:

- Pat Darby
- Curt Obermeyer
- Christa Overby

This group formed as a partnership to represent contractors and Bureau construction staff. Its goal is to utilize pre-construction safety planning to ensure a safe work environment for City, contractors and subcontractors' employee and any citizens who may be exposed to construction operations. The group's work has exceeded Bureau expectations and produced excellent contractor safety records and certification under Oregon OSHA's Voluntary Protection Program.

Significant Reduction in Losses Award

Would Bureau Director, Dean Marriott, please come up?

This award is presented in recognition of the Bureau of Environmental Services efforts in achieving a Significant Reduction of Losses during fiscal year 2011 against an average of the previous three fiscal years in the following categories of risk exposure:

General Liability	reduced 5 %
Fleet Liability	reduced 75 %
Workers' Compensation	reduced 22 %

Congratulations! Dean, please accept this award on behalf of the Bureau.

Portland Parks & Recreation

Commissioner Nick Fish

Industrial Ergonomic Improvement Award

Would Mart Hughes, Cindy Wright and Sicily Sardino please come up?

This team worked on the weight and design of heavy bollards which are placed at trail heads.

A bollard is a short, vertical post that usually fits into a concrete foundation. Bollards are used to prevent vehicles from driving on trails designated for pedestrians. However, occasionally Bureau staff must drive equipment on trails to perform maintenance. Subsequently, many of the bollards in the City's park system are built so they can be pulled up and set aside to allow vehicle access.

Mart and Cindy designed a bollard that is both lighter and has handles, which made lifting and carrying them much easier and reduced potential for muscle strains.

Thank you for using innovation and creativity to improve workplace safety!

Safety Champion Award

Alex Salazar, please come up.

The Bureau is pleased to recognize Alex Salazar, the North Zone Maintenance Supervisor, as its 2011 safety champion.

Last year Alex stepped up his leadership role with respect to workplace safety. He was instrumental in planning and developing intensive safety training designed for Seasonal Maintenance Workers, which was implemented last spring. Additionally, Alex attended the training session as a management representative to support and advance the Bureau's safety culture.

Alex has always been a great resource to tap into when strategizing ideas to resolve safety issues. The Bureau appreciates his diligence, motivation and dedication.

Lifesaving Award

Please come up when I call your name:

- **Ryan Elliott-Engles**
- **Evan Lilly**
- **Tony Smith**
- **Crystal Thomas**
- **Jennifer Wheeler**

On Nov 23, 2011, these employees, who are part of the Dishman Center Aquatics staff, responded to a swimmer in distress. A 90-year old man indicated that he was not feeling well. While attempting to get to the pool's stairs, the man sank. The well prepared staff carried him to the pool deck and proceeded with emergency procedures until Emergency Medical Services

from Station 13 arrived and assumed patient care. Shortly after, the patient was transported to the closest hospital for follow up care.

A week later, the patient passed away from natural causes. His family described him as having living a long, full life. The teamwork and dedication of the Dishman staff afforded the family an opportunity to say goodbye that otherwise might not have been possible.

Thank you for ensuring the safety of citizens within our community!

Safety Committee Award - Service Zones and City Nature Safety Committee

Barbara Aguon

Peter Anthony

Doug Brenner

Pam Douglas

Earl Elliot

Fernando Fantroy

Tom Henn

Nathan Hobbs

Gary Johnson

Linda Johnson

Shawn Lindsay

Vince Moore

Don McTaggart

Alex Salazar

Christie Salzer

Scott Vanderpool

Dale Vasnik

This award is presented In recognition of the Service Zones & City Nature Safety Committee for advancing safe work practices for industrial operations throughout Portland Parks & Recreation. This year the Committee continued improvements at the Mt. Tabor Yard to protect employees who work in and around the Yard. The Yard includes gas pumps, green houses and a warehouse for staging supplies and equipment. Workers must share the same roadways with vehicular traffic from bureau operations, other bureaus and vendors bringing supplies.

The Committee also presented and shared information about the ergonomic improvement on bollards along Springwater Trail at the City's annual Safety Committee Conference last November.

Safety Committee Award - Recreation Safety Committee

Barbara Aguon

Jennie Birt

Garland Neal Brown

Rick Cantu

Nancy Harger

Sheryl Juber

Kevin Mattias

Nancy Roth

Kelly Simpson

In recognition of the Recreation Safety Committee for its efforts to ensure safety for employees and citizens. This committee not only monitors worker injury reports but also monitors Guest Accident Reports to identify risk trends related to use of Park & Recreation facilities.

The committee advances ways in which Portland Parks & Recreation can improve its procedures and generates recommendations for education and training for staff. This group is comprised of leaders who are well respected among their peers and motivated to implement changes to procedures and report forms related to emergency medical response.

Thank you for your good work.

Significant Reduction in Losses Award

Mike Abbaté please come up.

This award is given in recognition of Portland Parks & Recreation's achievement of a significant reduction of losses during fiscal year 2011 against an average of the previous three fiscal years in the following category of risk exposure:

Fleet Liability	losses reduced 27 %
-----------------	---------------------

Here to receive this award on behalf of the Bureau is Director Mike Abbaté.

Safety Recognition Day Awards (Presentation introduced by Mayor Adams) 90
minutes requested

FEB 08 2012

PLACED ON FILE

Filed FEB 03 2012

LaVonne Griffin-Valade
Auditor of the City of Portland

By  _____

COMMISSIONERS VOTED AS FOLLOWS:		
	YEAS	NAYS
1. Fritz		
2. Fish		
3. Saltzman		
4. Leonard		
Adams		