




# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Reviewed by:  Date: 4/12/19  
General Manager

DATE: April 12, 2019  
TO: General Manager  
FROM: Safety & Risk Manager  
SUBJECT: Employee Injuries and Property Loss Incidents for Calendar Year 2018

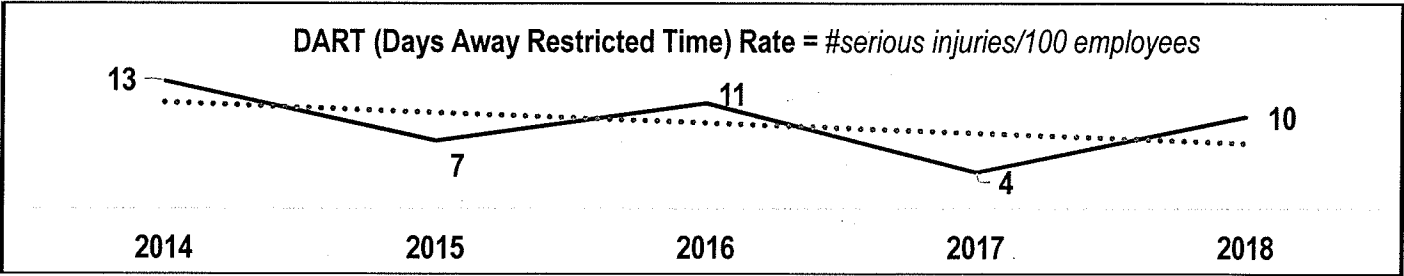
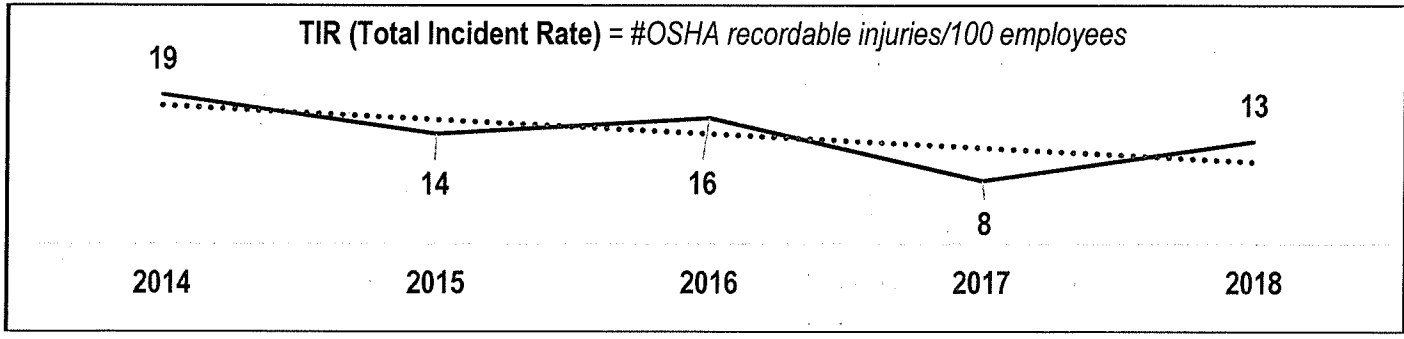
**RECOMMENDATION:** That the Board accept report on Employee Injuries and Property Loss Incidents for Calendar Year (CY) 2018.

### DISCUSSION

**Employee Injuries:** The table below lists the number of OSHA reportable incidents for the last five calendar years.

Calendar Year (CY)	2018	2017	2016	2015	2014
Total OSHA Recordable Incidents	20	9	16	16	20
Total Lost Work days	227	161	168	238	208
Total Modified Duty Work days	566	155	115	211	303
Number of Employees (including temps.)	156	115	109	107	105

The charts below illustrate a downward trend in the District's TIR (Total Incident Rate) and DART (Days Away Restricted Time) rates for the last five years. TIR is the number of employees per 100 employees involved in an OSHA recordable injury and the DART rate indicates the number of serious injuries per 100 employees. These are standard metrics that OSHA utilizes to compare the injury rates of various types of organizations and industries.



The installation of the new Materials Recovery Facility (MRF) in February 2018 brought an anticipated increase risk of serious injury when compared with the prior MRF due to several factors including:

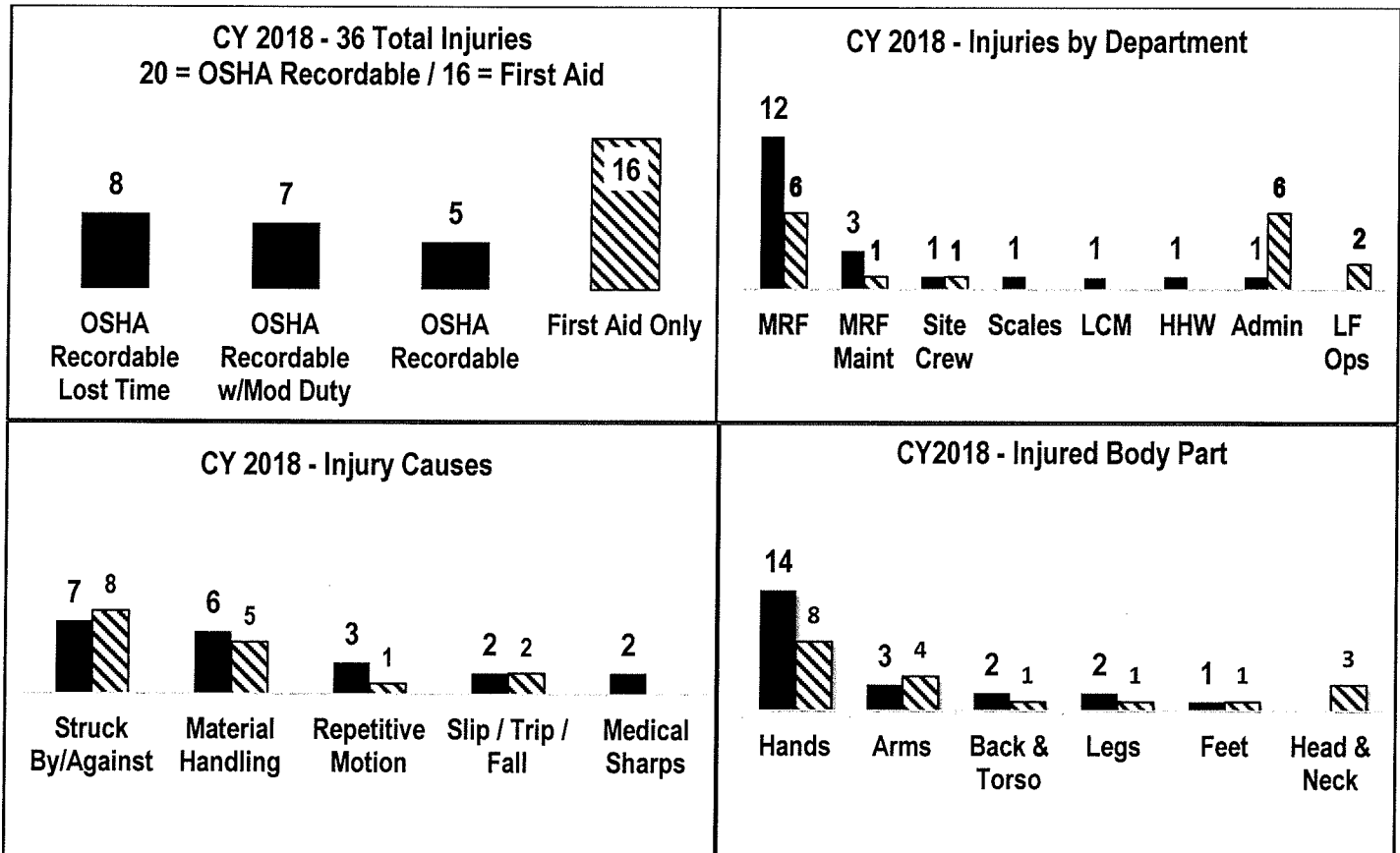
- elevated work platforms;
- increased complexity of operations;
- increased rate of speed of conveyors;
- increased number of employees;
- handling & storage of baled waste streams
- increased volume of wastes processed

In anticipation of the increased risk of operating the new MRF, staff implemented several risk reduction strategies in late 2017 & early 2018. Personal Protective Equipment (PPE) visibility was increased by replacing ANSI Class 2 vests with high-vis ANSI Class 3 uniform shirts & jackets. At this same time, hardhats were changed from white & dark green to high-vis green. In addition, temporary sort line employees were issued orange high-vis vests & hardhats to readily distinguish them from District staff wearing high-vis green.

When the new MRF opened in February 2018, sort line employees were issued Kevlar puncture-resistant gloves & arm shields as a means of preventing laceration & puncture injuries to the hands & arms.

Operating a baler as well as the handling & storage baled wastes were new operations and required generating new job hazard analyses, operating procedures and trainings to mitigate the risk of these operations.

The following charts indicate that during CY 2018 most injuries occurred within the MRF Department. Typically, the MRF is where most of injuries occur due to its largest population of District employees. OSHA recordable injuries are shown in solid bars & first aid injuries are shown in crosshatch in the charts below.



Hand Injuries trended as #1 body part injured throughout 2018 as anticipated given the significant increase in the number of hands working on the MRF sort lines daily. The prior sort lines operated with an average of 12 sorters/day whereas the new MRF sort lines operate with approximately 36 sorters/day.

The number of *Struck By/Struck Against* incidents is a key concern of District staff as these types of incidents have the potential to result in serious injury or even death.

On December 4, 2018, a serious *struck-by-injury* occurred resulting in a Cal OSHA inspection & injury incident investigation on December 11, 2018. Whenever a serious injury or significant near-miss occurs, District staff conducts a D.I.V.E. root cause investigation.

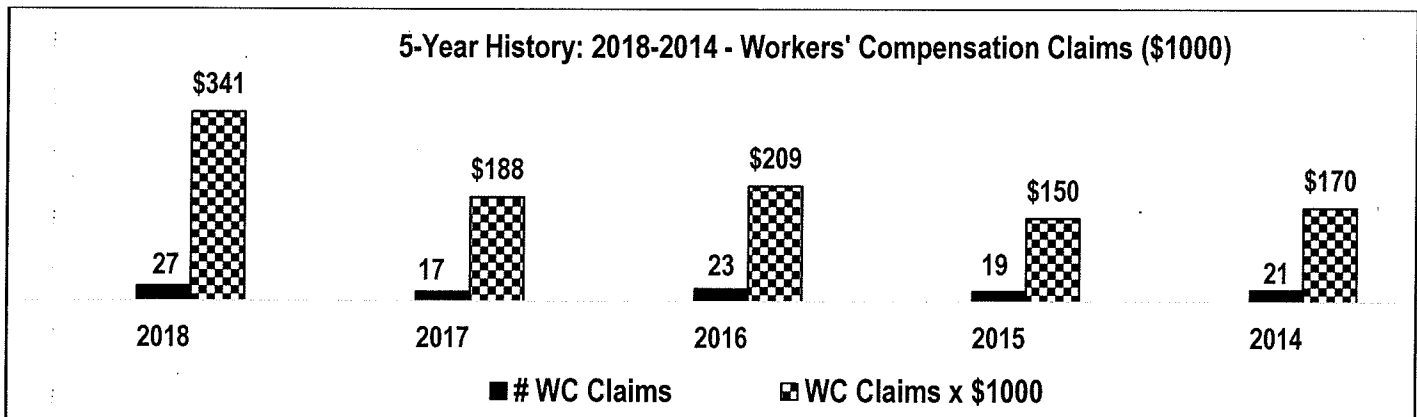
This incident investigation process is named for the four-steps listed below:

1. **D – Define** – Describe the facts of the incident or near miss; include environmental conditions and the timeline/sequence of events.
2. **I – Investigate** – Evaluate the facts to determine the primary and secondary causals factors that likely resulted in the incident.
3. **V – Verify** – Verify that corrective actions are in place to prevent the incident from recurring by assigning specific individuals the responsibility for completing the actions within a specified ECD (Estimated Completion Date).
4. **E – Ensure** that incident will not recur by sharing a presentation of the DIVE with all potentially impacted parties and by follow-up to ensure completion of all corrective actions.

While conducting this on-site investigation of December 11, 2019, the Cal OSHA inspector was provided a draft of the District's D.I.V.E. Presentation. Per the inspector, the results of his investigation and inspection will be submitted to the District in the May/June 2019 timeframe.

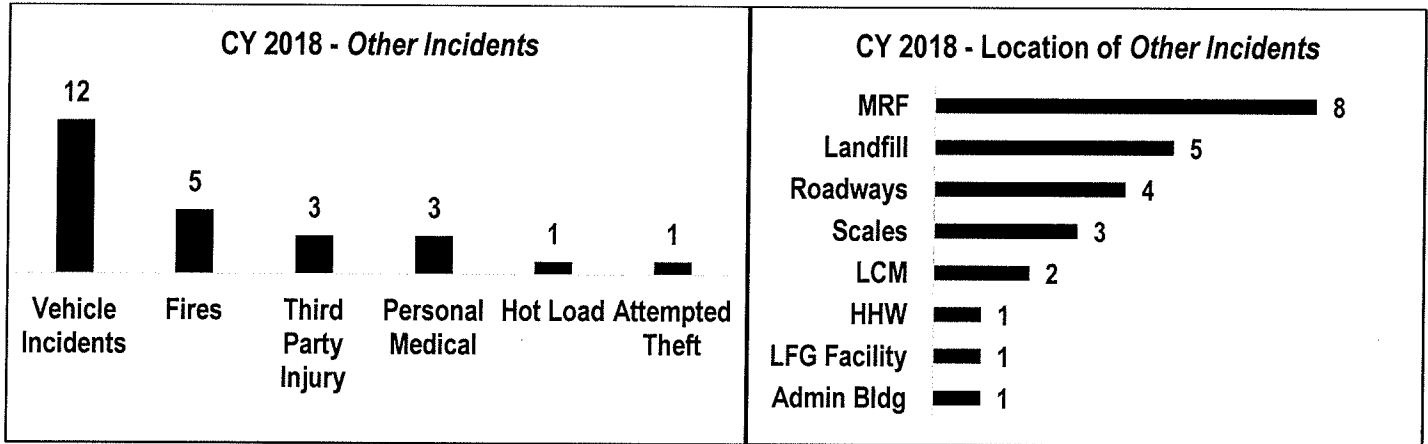
A site-wide risk reduction strategy goal for CY 2018 was a focus on completing all outstanding safety trainings. The goal was set at a 90% safety training completion rate. This goal was achieved with a site-wide safety training completion rate of 95%. The results by department indicate that 12 of the 15 departments exceeded the goal. Two departments completed all of their safety training requirements and seven other departments completed 97% to 99% of their requirements. Given the number of new employees that joined the District in 2018, it is a testament to the dedication of managers and supervisors that the majority of the departments exceeded this goal. We look forward to having all of the departments exceeding this goal in CY2019.

**Worker's Compensation:** The following table illustrates the workers' compensation (WC) data from the last five years. In CY 2018 there was a total of 27 new WC claims filed resulting in an estimated total cost of \$340,946. This cost includes actual expenses paid & estimated reserves for future medical expenses to be paid until the claims are closed.



Of the 27 new WC claims filed in 2018, 5 remain open at the time of this report. The annual cost of WC claims doesn't necessarily increase with the number of injuries, but mainly due to the severity of the injuries and closure of the claims. For example, just 2 of the CY 2018 WC claims resulted in a combined cost of \$254,458. This figure exceeds the cost of all claims in the four preceding years.

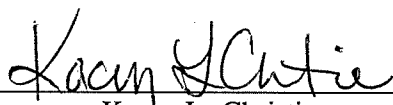
**Property Loss & Other Incidents:** The following charts illustrate the types of the 25 *other incidents* of CY 2018 and the location of those incidents.



There were no significant property loss claims in CY 2018.

**CONCLUSION**

Although there was a significant increase in the cost of workers' compensation claims in CY 2018, the downward trend of TIR is encouraging given the increased risk of serious injury of the new operations.

  
Kacey L. Christie