



CITY OF WASILLA

290 E. HERNING AVE.
WASILLA, ALASKA 99654-7091
PHONE: (907) 373-9050
FAX: (907) 373-9085

1
REQUESTED BY: ADMINISTRATION
PREPARED BY: ADMINISTRATION

RESOLUTION NO. WR95-33

A RESOLUTION ADOPTING A RISK MANAGEMENT COUNCIL POLICY STATEMENT TO GUIDE IMPLEMENTATION OF THE CITY OF WASILLA'S SAFETY AND INSURANCE PROGRAM.

WHEREAS, Council desires to establish management policies to protect the City of Wasilla (hereinafter the "City") against the financial consequences of accidental losses and to establish, to the fullest extent possible, a safe work and service environment in which employees and the public can enjoy safety and security in the course of their daily pursuits; and

WHEREAS, the Council desires to delegate certain specific authorities and responsibilities to the Mayor to advise and to act on behalf of the City in matters relating to liability management according to the policy guides stated herein; and

WHEREAS, it is necessary to establish a formal safety program to identify, prevent and control accidental losses.

NOW THEREFORE BE IT RESOLVED that Council adopts Council Policy 95-05, Risk Management:

- Section 1. Authority and Responsibility of the Mayor. The Mayor shall advise the City Council on and shall be responsible for:
- a. Identifying and measuring risks of accidental loss;
 - b. Selection and recommendations of the appropriate risk management techniques for specific liability exposure problems;
 - c. Developing and maintaining an information system for timely and accurate recording of claims, losses, insurance premiums and other related costs;
 - d. Analyzing and allocating insurance premiums, uninsured losses and other associated costs to the budget of the City; and
 - e. Establishing, implementing and monitoring an integrated City-wide safety program.
- Section 2. Safety Program. It is a fundamental responsibility of the City to protect the lives and property of its residents and to provide a safe work environment for its employees. The prevention of accidents, injuries and illnesses is of such consequence that it will be given precedence over other operating concerns whenever necessary. To the greatest degree possible, the City will provide mechanical and physical resources required for personal safety in keeping with the applicable standards.

To be successful, such a program must embody the proper attitudes toward accident, injury and illness prevention on the part of both supervisory personnel and all employees, and between each employee and his or her fellow workers. Only through such a cooperative effort can a safety record in the best interest of all be established and preserved.

- A. The objective of the safety program is to reduce the number of injuries, illnesses, property damage incidents and liabilities incurred.

- B. The safety program shall consist of these activities:
 - 1. Providing mechanical and physical safeguards to the extent that it is feasible;
 - 2. Conducting a program of safety surveys to find and eliminate unsafe working conditions or unsafe practices; to control health hazards; and to fully comply with the relevant safety and health standards;
 - 3. Training all employees in good safety practices;
 - 4. Providing necessary personal protective equipment and instructions for its use and care whenever necessary at the employers expense;
 - 5. Developing and enforcing safety rules; requiring that employees cooperate with these rules as a condition of employment;
 - 6. Investigating promptly and thoroughly every incident and near-miss to find out what caused it and to correct the problem so that it does not happen again; and
 - 7. Setting up a system of recognition and awards for outstanding safety service or performance.

- C. Responsibilities for safety are shared:
 - 1. The City Council has adopted this resolution as Council policy.
 - 2. The Mayor is responsible for leadership of the safety program and shall accept the responsibility for its effectiveness and improvement and for identifying and articulating needs to ensure safe conditions
 - 3. Department heads, supervisory personnel and lead workers are responsible for developing the proper attitude toward safety in themselves and in those they supervise; and for ensuring that all operations are performed with the proper regard for the safety of all individuals involved, including themselves.
 - 4. All employees of the City are responsible for genuine cooperation with all aspects of the safety program, including compliance with all rules and regulations and for continuously practicing safety while performing their duties.

- D. The Mayor shall establish a safety committee comprising the Mayor, department heads and one or more employee members.

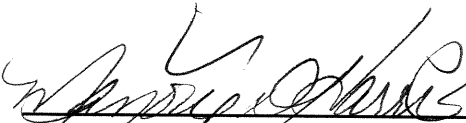
- E. The duties of the safety/loss prevention committee shall include:
1. Providing periodic review of all safety and loss prevention programs, policies and procedures and making an annual Safety/Loss Prevention Assessment Report to the City Council prior to January 1 of each year
 2. Periodically conducting safety surveys of all City facilities and recommending solutions to the Mayor;
 3. Annually reviewing all department safety procedures and updating them as necessary;
 4. Meeting at least quarterly to review all statistical loss information, inspection reports, accidents, accident reports, claims, complaints, suggestions regarding safety and operation, status of progress toward past goals and objectives and making appropriate recommendations regarding new goals and objectives, training programs and employees participation in safety incentives.

I certify that a resolution in substantially the above form was passed by a majority of those voting at a duly called and conducted meeting of the governing body of the City of Wasilla this 28th day of August, 1995.



John C. Stein, Mayor

ATTEST:



Marjorie D. Harris, CMC
City Clerk

(Seal)