

<b>MEETING DATE</b>
March 21, 2022

# CITY OF LAKE CITY

## Report to Council

COUNCIL AGENDA	
<b>SECTION</b>	
<b>ITEM NO.</b>	

**SUBJECT:** Reclassification of Director of Safety/Risk to Safety, Risk Manager

**DEPT / OFFICE:** Human Resources

<b>Originator:</b> Hubert Collins		
<b>Interim City Manager:</b> Paul Dyal	<b>Department Director:</b> Hubert Collins	<b>Date:</b> 3-15-2022
<b>Recommended Action:</b> City Council consideration to approve reclassification of unfunded Director of Safety/Risk position to a Safety, Risk Manager position and fund the position with existing budgeted funds for the current unfilled Director of Growth Management position.		
<b>Summary Explanation &amp; Background:</b>  <p>After the retirement of the previous Director of Safety/Risk, the position was not filled or funded in the current budget year as the previous administration were looking to go in a different direction. The current administration, along with the Human Resources Director, see the need to have a trained experienced person serve as the City's Safety, Risk Manager.</p> <p>City employees use a wide assortment of light and heavy equipment, a variety of hazardous chemicals and operate in various conditions. This represents a greater than usual risk of injury due to reduced familiarization. Not only are the City's employees at risk of injury on a continuing basis, but the general public is also at increased risk if safety protocols are not taught and enforced. Given the diversity in responsibilities of City Employees and the safety threats therein, a full time Safety, Risk Manager is needed to mitigate risks.</p> <p>We propose to have the 2022 funding for this role originate from the vacated Director of Growth Management role and that funding for both roles be considered during the 2023 budget process. Referencing Mid-ranges for the Step/Grade for both roles, this recommendation represents a cost difference of \$4,228.63 for 2022 in addition to the cost savings from a reduction in accidents.</p>		
<b>Alternatives:</b> None		
<b>Source of Funds:</b> Already budgeted funds in the 001.55.524-010.12 account.		
<b>Financial Impact:</b> None		
<b>Exhibits Attached:</b> 1) Safety/Risk Manager Job Description		