

AN ORDINANCE AMENDING THE CITY OF WAYNESVILLE'S EMPLOYEE PERSONNEL MANUAL REGARDING A WORKPLACE SAFETY INCENTIVE PROGRAM; FIXING AN EFFECTIVE DATE

WHEREAS, it is the intent of the City to establish and maintain a workplace safety policy that not only protects employees, but also City property and equipment; and

WHEREAS, City staff have proposed a Workplace Safety Incentive Program that will reward employees that follow safety guidelines, participate in safety training and are free from workplace accidents or injury; and

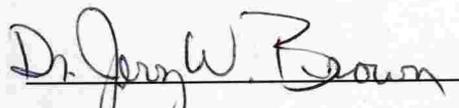
WHEREAS, the City Council, after careful review, hereby amend the City's Employee Personnel Manual to meet that purpose.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WAYNESVILLE AS FOLLOWS:

SECTION 1. That Section 12, Workplace Safety, of the City's Employee Personnel Manual shall be amended according to "Exhibit A", attached hereto and made a part thereof this ordinance. All other portions of Section 12 shall remain in effect.

Section 2. This ordinance shall be in full force and effect on July 1st, 2021.

PASSED AND APPROVED BY THE MAYOR AND CITY COUNCIL ON THIS 17th DAY OF JUNE, 2021.


Dr. Jerry Brown, Mayor

ATTEST:



Michele Brown, City Clerk

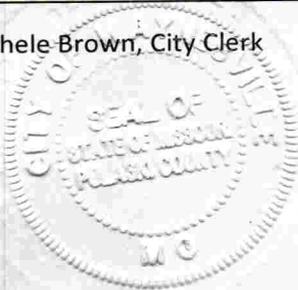


EXHIBIT A
SECTION 12
Workplace Safety

(ORIGINAL POLICY PRIOR REMAINS UNCHANGED)

EMPLOYEE SAFETY INCENTIVE PROGRAM

All full-time employees are hereby enrolled in the Employee Safety Incentive Program effective July 1, 2021.

A. PTO Incentive

Additional PTO hours are awarded for each year an employee is accident free. PTO accrual will be calculated on a yearly basis as follows:

<u>YEARS</u>	<u>TOTAL HOURS ACCRUED PER YEAR</u>
1	12 Hours
2	18 Hours
5	27 Hours
10	40 Hours

All Workman's Compensation claims will be reviewed by the City's Safety Committee. If a Workman's Compensation claim is found to be preventable, the employee will restart the program at year one.

B. Gift Card Incentive

Two names from each of the three groups below will be drawn to receive a gift card. This will be quarterly based with a drawing to be held in March, June, September and December at the Safety Committee meetings.

1. City Hall/Youth Sports/Parks/Airport
2. Public Works – Electric/Gas/Water/Wastewater/Plant/Street/Building
3. Animal Shelter/Police

*Must have no preventable Workman's Compensation claims to be eligible for the quarter.

C. Employee Safety Recognition Luncheon

A special luncheon will be held during the month of September to recognize our departments for maintaining a safe work environment. A hour of PTO will be awarded for each employee for the completion of their Department's MIRMA Loss Control Program each year.