



**AGENDA SUMMARY  
EUREKA CITY COUNCIL**

**TITLE:** City Council Policy and Procedures

**DEPARTMENT:** City Clerk

**PREPARED BY:** Pam Powell

**PRESENTED FOR:** Action  Information only  Discussion

**RECOMMENDATION**

Adopt revised Policy No. 3.70 Workplace Injury & Vehicle Accident Reporting Policy

**FISCAL IMPACT**

No Fiscal Impact  Included in Budget  Additional Appropriation

**COUNCIL GOALS/STRATEGIC VISION**

**DISCUSSION**

The City Council Policy and Procedures Manual requires review periodically to update and revise policies and procedures as needed. As laws emerge and change it is necessary to review the policies that assist staff and the public regarding City business. Staff is recommending the following policy adoption:

Policy No. 3.70 Workplace Injury & Vehicle Accident Reporting Policy. This policy was last reviewed in 2003. The policy provides direction and assistance to employees involved in vehicle accidents and to employees who suffer work related injuries. Staff has reviewed the policy for proper procedure and use of current forms necessary for reporting of injuries.