

1 **NYE COUNTY RESOLUTION NO. 2023-34**

2 **A RESOLUTION ESTABLISHING A NYE COUNTY SAFETY PROGRAM POLICY**

3 WHEREAS, the safety and well-being of Nye County employees are paramount concerns to the  
4 Nye County Board of County Commissioners; and

5 WHEREAS, it is essential to establish a comprehensive safety program in accordance with NRS  
6 618.383; and

7 WHEREAS, the Nye County Office of Risk Management is responsible for overseeing the  
8 implementation of the safety program.

9 NOW, THEREFORE, BE IT RESOLVED that Nye County's Safety Program will be governed  
10 by the provisions of the attached Nye County Safety Program Policy.

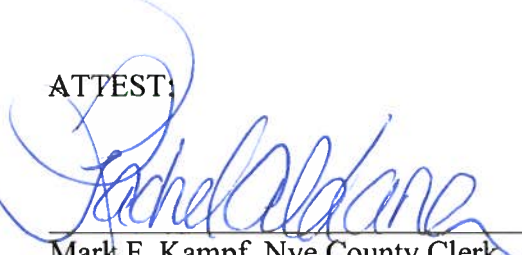
11 BE IT FURTHER RESOLVED that this policy shall be effective immediately upon adoption and  
12 all Nye County employees shall comply with its requirements.

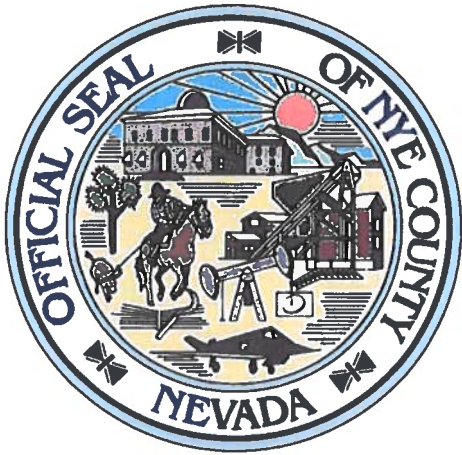
13 ADOPTED this 7th day of November 2023.

14 NYE COUNTY  
15 BOARD OF COUNTY COMMISSIONERS:

16   
17 Bruce Jabbour, Chair

ATTEST:

  
18 Mark F. Kampf, Nye County Clerk  
19 And Ex-Officio Clerk of the Board  
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# **Nye County**

## **Safety Program Policy**



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## Nye County Safety Program Policy

### Document and Contact Information

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<b>File Name:</b>	Nye County Safety Program Policy
<b>To obtain this document or to make inquiries:</b>	Jake Skinner, Risk Manager Nye County Risk Management Department (775) 751-6329 <a href="mailto:riskmanagement@nyecountynv.gov">riskmanagement@nyecountynv.gov</a>
<b>Requirements for Document acceptance and changes:</b>	Acceptance of and changes to this document must be reviewed and approved by the County Manager and subsequently the Nye County Board of County Commissioners (BOCC).

### History of Revision

Date	Version	Comments
November 7, 2023	1-2023	



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## 1. Training

- 1.1 Per [NRS 618.383](#), all Nye County employees are required to receive safety training. Elected or appointed officials will also be encouraged to participate in training, including training that may not be specifically required by the NRS. Per [NRS 618.383.2\(a\)](#), training must pay particular attention to areas where there is evidence of "recurring injuries." When an injury occurs, the Risk Management Department will create a specific safety training plan to train or retrain the employee involved to address the cause of their injury. When an injury occurs to an elected or appointed official, the elected or appointed official is encouraged to participate in a specific safety training plan to train or retrain the elected or appointed official.
- 1.2 All training must be conducted and made available in a language and format that is understandable to each employee, both verbal and written ([NRS 618.383.4](#)). The same will be provided to each elected or appointed official who elects to receive safety training. Safety training will be administered by the Nye County Risk Management Department or a designee which has been approved by the Nye County Risk Management Department.
- 1.3 A training schedule is found in Appendix A but should not be interpreted as being an exhaustive list of training that will be offered by the Nye County Risk Management Department. Legislative updates may necessitate additional training.

## 2. The Nye County Safety Committee

- 2.1 The Nye County Risk Management Department will establish a Nye County Safety Committee. The Nye County Safety Committee will create a set of bylaws governing the committee that will be approved by the Nye County Risk Management Department and be updated annually. The safety committee must include representatives of employees. If the employees are represented by a labor organization, the representatives of employees must be selected by the employees and not appointed by the employer ([NRS 618.383.2\(b\)](#)). A representative of employees while engaging in the business of a safety committee, including attendance at meetings, authorized inspections or any other activity of the committee, must be paid by his or her employer as if that



employee were engaged in the employee's usual work activities ([NRS 618.383.3](#)).

### 3. Written Workplace Safety Program

- 3.1 The Nye County Risk Management Department will establish a written workplace safety program and carry out the requirements of the program within 90 days after it is established ([NRS 618.383.1](#)).
- 3.2 The written workplace safety program and all training programs pursuant to NRS 618.383 must be conducted and made available in a language and format that is understandable to each employee ([NRS 618.383.4](#)). The written workplace safety program must be conducted and made available in a language and format that is understandable to each elected or appointed official.

### 4. Definitions

"Employer" defined. "Employer" means:

1. The State of Nevada, any state agency, county, city, town, school district or other unit of local government;
2. Any public or quasi-public corporation;
3. Any person, firm, corporation, partnership or association; and
4. Any officer or management official having direction or custody of any employment or employee ([NRS 618.095](#))

"Employee" defined. "Employee" means every person who is required, permitted or directed by an employer to engage in any employment, or to go to work or be at any time in any place of employment, under any appointment or contract of hire or apprenticeship, express or implied, oral or written, whether lawfully or unlawfully employed ([NRS 618.085](#)).

"Elected or appointed official" defined. "Elected or appointed official" means a person elected or appointed to a position with a local government that involves the exercise of a local governmental power, trust or duty, including:

- (a) Actions taken in an official capacity which involve a substantial and material exercise of administrative discretion in the formulation of local governmental policy;
- (b) The expenditure of money of a local government; and
- (c) The enforcement of laws and regulations of the State or a local government ([NRS 281.611\(4\)](#)).



## **5. Appendix A – Nye County Safety Program Policy Training Matrix**

### **Nye County Elected and Appointed Officials**

New hire safety for Local Governmental Officers (Once) 29 CFR 1910.1 Subpart A  
Cyber security (Annually and ongoing) - Insurance requirement  
Controlling conflict/Workplace Violence (Annually) - OSHA General Duty Clause, Section 5(a)(1)  
Workplace Confidentiality (Annually) - 29 CFR 1910.1200  
Bullying in the workplace (Annually) - Title 29, Fed Reg, Part 1910.1200  
Anti-harassment and sexual abuse (Annually) - Title 29, Fed Reg, Part 1910.1200  
Whistleblower protection (Annually) - Title 29, Fed Reg, Part 1910.1200  
Safe and Sober (Substance Abuse) (Once per term) - 29 CFR 1910. Fed Reg #58:35076-35306  
Fire Extinguisher (Annually) - 29 CFR 1910.157 Subpart L  
Ethics for Local Governmental Officers (Once per term)  
Open Meeting Law (Once per term)  
Diversity and Racial Equity (Once per term) – NRS 281.177(1)

### **Nye County Employees – Office Workers' Training**

New hire safety (Once) 29 CFR 1910.1 Subpart A  
Cyber security (Annually and ongoing) Insurance Requirement  
Controlling conflict/Workplace violence (Annually) OSHA General Duty Clause, Section 5(a)(1)  
Workplace Confidentiality (Annually) 29 CFR 1910.1200  
Bullying in the workplace (Annually) Title 29, Fed Reg, Part 1910.1200  
Anti-harassment and sexual abuse (Annually) Title 29, Fed Reg, Part 1910.1200  
Whistleblower protection (Annually) Title 29, Fed Reg, Part 1910.1200  
Armed Assailant Awareness (Annually) Homeland Security  
Heat Related Illness (Annually) 29 CFR 1910.132(d)  
Safe and Sober (Substance Abuse) (Annually) 29 CFR 1910. Fed Reg #58:35076-35306  
Ergonomic Safety (Annually) OSHA General Duty Clause, Sec 5(a)(1)  
Housekeeping (Annually) 29 CFR 1910.22(a)(1)(2)(3) Subpart D  
Fire Extinguisher (Annually) 29 CFR 1910.157 Subpart L  
Defensive Driving (As needed) 29 CFR 1926.601 Subpart O  
CPR/First-Aid (As needed and every 2 years) 29 CFR 1910.151 Subpart K  
Ethics for Local Governmental Officers (Annually)  
Open Meeting Law (As needed)  
Diversity and Racial Equity (Annually) – NRS 281.177(1)

### **Nye County Employees – Field Workers' Training**





New hire safety (Once) 29 CFR 1910.1 Subpart A  
Cyber security (Annually and ongoing) Insurance Requirement  
Controlling conflict/Workplace Violence (Annually) OSHA General Duty Clause, Section 5(a)(1)  
Workplace Confidentiality (Annually) 29 CFR 1910.1200  
Bullying in the workplace (Annually) Title 29, Fed Reg, Part 1910.1200  
Anti-harassment and sexual abuse (Annually) Title 29, Fed Reg, Part 1910.1200  
Whistleblower protection (Annually) Title 29, Fed Reg, Part 1910.1200  
Armed Assailant Awareness (Annually) Homeland Security  
Heat Related Illness (Annually) 29 CFR 1910.132(d)  
Safe and Sober (Substance Abuse) (Annually) 29 CFR 1910. Fed Reg #58:35076-35306  
Slips/Trips/Falls (Annually) 29 CFR 1910.21-30 Subpart D  
Housekeeping (Annually) 29 CFR 1910.22(a)(1)(2)(3) Subpart D  
Respiratory Protection (Annually) 29 CFR 1910.504 Subpart U  
Bloodborne Pathogens (Annually) 29 CFR 1910.1030 Subpart Z  
GHS Hazard Communication (Annually) 29 CFR 1910.1200 Subpart Z  
Lock Out/Tag Out (Annually) 29 CFR 1910.147  
Electrical Safety (Annually) 29 CFR 1910.332 Subpart S  
PPE Safety (Annually) 29 CFR 1910.22(a)(1)(2)(3) Subpart D  
Hand and Power Tool Safety (Annually) 29 CFR 1910.241-244 Subpart P  
Fire Extinguisher (Annually) 29 CFR 1910.157 Subpart L  
Fall Protection (As needed) 29 CFR 1910.140 Subpart I  
Asbestos Awareness (As needed) 29 CFR 1910.1001 Subpart Z  
Power Line Safety (As needed) 29 CFR 1910.269 Subpart R  
Traffic Flagger (As needed) 29 CFR 1926.201(a)  
Scaffolding and Scissor Lift Training (As needed) 29 CFR 1926.451 Subpart L  
Defensive Driving (As needed) 29 CFR 1926.601 Subpart O  
Confined Space (As needed) 29 CFR 1910.146  
CPR/First Aid (As needed and every 2 years) 29 CFR 1910.151 Subpart K  
Class "B" Boom trucks (As needed and every 3 years) 29 CFR 1910.66-67 Subpart F  
Industrial Power Trucks (As needed and every 3 years) 29 CFR 1910.178 Subpart N  
Hot Work Permitting (As needed) 29 CFR 1910.252-255 Subpart Q  
OSHA Refresher (Annually) 29 CFR 1910.1 Subpart A  
OSHA 30 hour – field supervisor (Once) 29 CFR 1910.147  
OSHA 10 hour – worker only (Once) 29 CFR 1910.147  
Ethics for employees (Annually)  
Open Meeting Law (As needed)  
Diversity and Racial Equity (Annually) – NRS 281.177(1)

***Note: This is not an exhaustive list of training, see Nye County Safety Program Policy 1.3. New training may be added to address changing legislative conditions and unsafe behaviors.***