



## Memo

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**File #:** TMP-5146

**Agenda Date:** 1/13/2023

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**TO:** James V. Capparelli, City Manager

**FROM:** Kathy Franson

**DEPARTMENT:** Human Resources

**SUBJECT:**  
Ergonomics & Safety Program

**PURPOSE:**

Assure all City employees that the City of Joliet is committed to improve employees' wellbeing and safety while at their workplace by addressing ergonomic risk and other safety factors. Provide programs to prevent workplace injuries, illnesses, and deaths. Maintain compliance with laws and regulations.

**FACTS:**

- a) Ergonomic programs help prevent work-related musculoskeletal disorders (WMSDs) that can be related to muscles, tendons, and nerves. Safety programs help keep important reminders top of mind and provide guidance for safety sensitive duties.
- b) Assist all departments with assessment of hazards.
- c) Provide resources for employee information and training.
- d) Demonstrate compliance with safety regulations.
- e) Workplace injuries and illness occurrences have been reduced as well as the length of time it takes for an injured employee to return to work. Maintaining an aggressive and substantial safety program is needed to continue that direction.
- f) Additional departments are now participating in scheduled safety meetings and our Safety Consultant and Risk Management are attending those meetings to provide baseline guidance and assistance.
- g) An ergonomic stretching program has been initiated in one department and we will assess the program for potential expansion to other departments.

