

Carmichael

RECREATION AND  
PARK DISTRICT

# Memo

**To:** Advisory Board of Directors

**From:** Alaina Lofthus, Recreation Services Manager

**Date:** November 19, 2020

**Subject:** Revised Injury and Illness Prevention Program (IIPP) and Updated IIPP: COVID-19 Preparedness Plan

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## ***Background/Discussion:***

The District started reviewing the Injury and Illness Prevention Program (IIPP) with the Safety Committee in February 2020. Unfortunately, due to COVID-19, the review of the revised document was put on hold for more pressing items. Recently, the Safety Committee, as well as Management, revisited this document and finalized a revised version. Changes were made in the following areas:

- Format
- Responsibilities
- Communication and Employee Health and Safety Training
- Hazard Assessment and Correction
- Reporting and Investigating Employee Injuries & Illnesses

The District also revised the IIPP COVID-19 Preparedness Plan to reflect changes the State, County, and CDC have made since the document's implementation in late June. Changes were made in the following areas:

- Illness Plan
- Employee Screening
- Travel Guidance

Employees were trained on both the revised IIPP and IIPP COVID-19 Preparedness Plan this month. The health and safety of our employees and the public who use our parks and services continue to be of highest concern and priority to the District.