



Board Agenda Background

Date: 2/17/2026
To: Board of County Commissioners
Through: Colton Rohloff, County Manager
From: Carol Ann Fortune, Human Resources Director
Subject: Consideration of Approval of Resolution R-26-20, a Resolution Adopting the Clear Creek County Workplace Safety Policy and Appendices

RECOMMENDATION

Staff recommends approval of Resolution R-26-20, a Resolution Adopting the Clear Creek County Workplace Safety Policy and Appendices, establishing the County's first comprehensive, Countywide workplace safety framework, and authorizing implementation effective February 17, 2026.

BACKGROUND

Clear Creek County has not previously maintained a standalone, County-wide workplace safety policy. While individual departments have followed operational safety practices and workers' compensation procedures, these practices have not been formally consolidated into a unified policy framework.

As part of ongoing risk management, employee safety, and fiscal stewardship efforts, Human Resources initiated the development of a comprehensive Workplace Safety Policy. A key driver for this effort is the County's intent to apply for Colorado Workers' Compensation Cost Containment Certification, which requires documented safety policies, safety rules, employee acknowledgments, and designated medical provider information.

The proposed Workplace Safety Policy establishes consistent safety expectations across all County departments and outlines responsibilities related to hazard reporting, training, personal protective equipment (PPE), incident reporting and investigation, and return-to-work practices following a work-related injury.

The Policy includes the following appendices:

- Designated Medical Provider List for work-related injuries and illnesses;
- General Safety Rules applicable to all employees;
- Job-Specific Safety Rules framework to be completed and maintained by each department based on job duties and hazards; and
- Employee acknowledgment and documentation tools required for compliance and cost containment certification.

The policy has been reviewed internally to ensure alignment with Colorado workers' compensation requirements, County risk management practices, and operational realities across diverse departments including Public Safety, Public Works, Human Services, and administrative offices.

ANALYSIS

Approval of the Workplace Safety Policy provides several organizational benefits:

- Establishes the County's first formal, County-wide Safety Policy, improving consistency and clarity for employees and supervisors.



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- Supports employee injury prevention, early reporting, and safe return-to-work practices.
- Reduces workers' compensation risk and long-term claim costs through proactive safety management.
- Positions the County to apply for Colorado Workers' Compensation Cost Containment Certification, which may result in future premium savings.
- Creates a documented, defensible framework for safety rule enforcement and training without relying on punitive measures.

The Policy was intentionally designed to be scalable and department-specific where appropriate, allowing each department to identify job hazards and safety rules relevant to their operations while maintaining consistent County-wide standards.

CONCLUSION

Adoption of the Clear Creek County Workplace Safety Policy formalizes the County's commitment to employee safety, risk reduction, and responsible fiscal management. The Policy provides a clear framework for preventing workplace injuries, responding effectively when incidents occur, and meeting state cost containment requirements.

Staff recommends Board approval to allow implementation and initiation of the Cost Containment Certification process.

FISCAL IMPACT

There is no immediate fiscal impact associated with the adoption of this Policy. Implementation will utilize existing staff resources and training platforms.

Successful Cost Containment Certification may result in future workers' compensation premium savings, supporting long-term cost control.

ATTACHMENTS:

1. Resolution R-26-20; Clear Creek County Workplace Safety Policy including:
 - Appendix A – Designated Medical Provider List
 - Appendix B – General Safety Rules
 - Workplace Safety Acknowledgment Form
1. Job-Specific Safety Rules Template
2. Safety Rules Violation Documentation Form