

Ordinance No. 120938

The City of Seattle  
Council Bill/Ordinance

Council Bill No. 114324

AN ORDINANCE creating a new Seattle Municipal Code Chapter 4.78, Workplace Violence Prevention Program.

Do Pass 2-0-3

9-23-02 Pa

CF No. \_\_\_\_\_

Date Introduced: <u>9-16-02</u>		
Date 1st Referred: <u>9-16-02</u>	To: (committee) <u>Finance, Budget, &amp; Economic Development</u>	
Date Re - Referred:	To: (committee)	
Date Re - Referred:	To: (committee)	
Date of Final Passage: <u>9-23-02</u>	Full Council Vote: <u>9-0</u>	
Date Presented to Mayor: <u>9-24-02</u>	Date Approved: <u>10/2/02</u>	
Date Returned to City Clerk: <u>10/3/02</u>	Date Published:	T.D. _____ F.T. _____
Date Vetoes by Mayor:	Date Veto Published:	
Date Passed Over Veto:	Veto Sustained:	

This file is complete and ready for review

*Law Department*

Law Dept. Review

The City of Seattle - Legislative Department

Council Bill/Ordinance sponsored by: \_\_\_\_\_

*Jan Prago*

Councilmember

**Committee Action:**

*To Pass 2-0 JD, ML*

*7-23-02 Passed 9-0*

This file is complete and ready for presentation to Full Council. Committee: \_\_\_\_\_

(initial/date)

*Department*

Law Dept. Review

OHP  
Review

*(H)*  
City Clerk  
Review

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ORDINANCE 120938

AN ORDINANCE creating a new Seattle Municipal Code Chapter 4.78, Workplace Violence Prevention Program.

WHEREAS, the City of Seattle is committed to providing a safe and secure workplace; and

WHEREAS, City of Seattle employees are responsible for using safe work practices, following official policies and procedures, and helping to maintain a safe and secure work environment ; and

WHEREAS, workplace safety and security are issues that are of increasing importance to the City and its employees; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. There is hereby established a new Seattle Municipal Code Chapter 4.78, **Workplace Violence Prevention Program**, as follows:

**Chapter 4.78**

**WORKPLACE VIOLENCE PREVENTION PROGRAM**

**Sections:**

**4.78.010 Policy**

**4.78.020 Workplace Violence Prevention Program Authorized**

**4.78.010 Policy**

The City of Seattle is committed to providing a safe and secure workplace and will not tolerate violence, threats of violence, harassment, intimidation, and other disruptive behaviors directed at its employees or members of the public while engaged in City business.

**4.78.020 Workplace Violence Prevention Program Authorized**

The Personnel Director is authorized to develop, implement and promulgate rules for the administration of a Workplace Violence Prevention Program. The Program shall include but



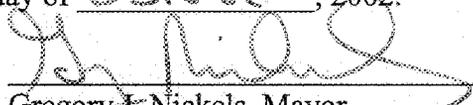
1 not be limited to: security assessment; violence prevention and control; training; reporting  
2 and investigation of and response to workplace violence incidents; and program evaluation.  
3

4 Section 2. This ordinance shall take effect and be in force thirty (30) days from and  
5 after its approval by the Mayor, but if not approved and returned by the Mayor within ten  
6 (10) days after presentation, it shall take effect as provided by Municipal Code Section  
7 1.04.020.

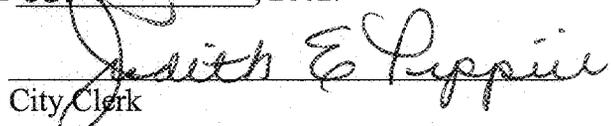
8 Passed by the City Council the 23<sup>rd</sup> day of September, 2002 and signed by  
9 me in open session in authentication of its passage this 23<sup>rd</sup> day of September,  
10 2002.

11   
12 \_\_\_\_\_  
13 President \_\_\_\_\_ of the City Council

14 Approved by me this 7 day of October, 2002.

15   
16 \_\_\_\_\_  
17 Gregory J. Nickels, Mayor

18 Filed by me this 31<sup>st</sup> day of October, 2002.

19   
20 \_\_\_\_\_  
21 City Clerk  
22  
23

(SEAL)



## FISCAL NOTE

<b>Department:</b>	<b>Contact Person/Phone:</b>	<b>CBO Analyst/Phone:</b>
Personnel	Raquel Gonzalez 684-0945	Ellen Schroer 733-9841

### Legislation Title:

AN ORDINANCE relating to a new Workplace Violence Prevention Program; creating a new Seattle Municipal Code Chapter 4.78; Section 4.78.020 authorizing the Personnel Director to develop, implement and promulgate rules for the administration of a Workplace Violence Prevention Program.

### Summary of the Legislation:

This ordinance authorizes the development and implementation of a citywide Workplace Violence Prevention Program. The program will establish a citywide response to violence in the workplace (any verbal assault, threatening behavior, or physical assault occurring in or arising from the workplace). The Program shall include security assessment; violence prevention and control; training; reporting and investigation of; and response to workplace violence incidents.

### Background (Include justification for the legislation and funding history, if applicable):

To date, the City of Seattle is fortunate in that we have not had a *major* incident of workplace violence. However, in 2000 and 2001, the City had more than 17 incidents citywide from eight departments that were serious enough to contact our Employee Assistance Program. In Washington State from 1992-96, violence was the fourth leading cause of workplace deaths with an average of 11 deaths per year. Also, during 1992-95, an average of 2529 Washington State workers' compensation claims related to assaults and violent acts occurred each year. Of these an average of 666 claims resulted in four or more days of time lost from work per year costing an average of \$3,209 per claim. Nationally, assaults and other violent acts are among the leading cause of work-related deaths. The Citywide Safety Unit has worked with the City's Domestic Violence Council to coordinate efforts where applicable. In light of our worsening economic environment and the continuing occurrence of workplace violence, this ordinance is one way to help the City prevent needless human and economic losses.

### Public Private Partnership Review Status:

*Is the project referenced in the legislation subject to P4 review? If yes, identify P4 review to date.*

NO

*Is the legislation subject to public hearing requirements? If yes, what public hearings have been held to date?*

NO



**Fiscal Sustainability Issues (related to grant awards):**

***Estimated Expenditure Impacts:***

<b>FUND (List # and/or Account)</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Industrial Insurance 00516	\$0	\$0	\$0
	\$0	\$0	\$0

No extra funds or positions are requested; this will be cost-neutral. The Program will be managed by the Personnel Department's Citywide Safety Unit. One of the Unit's existing positions manages the City's Drug Testing Programs, the Fit for Duty Medical Examination Program, and the Safe Driving Program.

***Estimated Revenue Impacts: MINIMAL***

<b>FUND (List # and/or Account)</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Industrial Insurance 00516	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$0	\$0

***Estimated FTE Impacts: NONE***

<b>FUND</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
<b>TOTAL</b>			

The existing position in the Safety Unit can absorb these additional responsibilities, as the implementation responsibilities will be shared among a number of individuals in different departments.

**Do positions sunset in the future? If yes, identify sunset date?**

Not Applicable.

**Other Issues (including long-term implications of the legislation):**

The implementation will be accomplished over a three year schedule.





# City of Seattle

Gregory J. Nickels, Mayor

## Office of the Mayor

August 28, 2002

Honorable Peter Steinbrueck  
President  
Seattle City Council  
Municipal Building, 11<sup>th</sup> Floor

Dear Council President Steinbrueck:

The attached ordinance articulates the City's policy commitment to a safe and secure workplace, and authorizes the Personnel Director to establish and administer a Citywide Workplace Violence Prevention Program.

It is an unfortunate but unavoidable fact that violence in the workplace is on the rise. The City has, to date, escaped the horrible and costly toll that workplace violence has taken on other employers. Our proposed Citywide Workplace Violence Prevention Program will emphasize the kinds of actions and behaviors that have been shown to prevent violence, such as implementing security measures and educating employees to make safety a priority. The Program will also provide direction and identify resources for incident response and investigation.

We intend that Program costs will be absorbed in current safety program budgeting.

Thank you for your consideration of this legislation. Should you have questions please contact Sharon Tanberg at 684-7862.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gregory J. Nickels', written over a large, stylized flourish that extends across the page.

GREG NICKELS  
Mayor of Seattle

cc: Honorable Members of the Seattle City Council

600 Fourth Avenue, 12<sup>th</sup> Floor, Seattle, WA 98104-1873

Tel: (206) 684-4000, TDD: (206) 684-8811 Fax: (206) 684-5360, E:mail: [mayors.office@ci.seattle.wa.us](mailto:mayors.office@ci.seattle.wa.us)

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**STATE OF WASHINGTON – KING COUNTY**

--SS.

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150579  
City of Seattle, Clerk's Office

No. ORDINANCE IN FULL

**Affidavit of Publication**

The undersigned, on oath states that he is an authorized representative of The Daily Journal of Commerce, a daily newspaper, which newspaper is a legal newspaper of general circulation and it is now and has been for more than six months prior to the date of publication hereinafter referred to, published in the English language continuously as a daily newspaper in Seattle, King County, Washington, and it is now and during all of said time was printed in an office maintained at the aforesaid place of publication of this newspaper. The Daily Journal of Commerce was on the 12<sup>th</sup> day of June, 1941, approved as a legal newspaper by the Superior Court of King County.

The notice in the exact form annexed, was published in regular issues of The Daily Journal of Commerce, which was regularly distributed to its subscribers during the below stated period. The annexed notice, a

CT:ORDINANCE 120938

was published on

10/10/2002



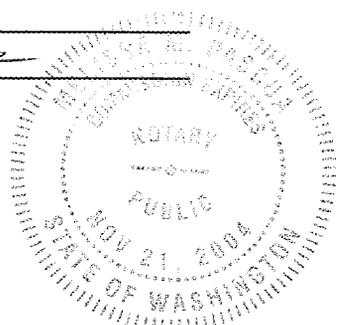
Subscribed and sworn to before me on

10/10/2002



Notary public for the State of Washington,  
residing in Seattle

Affidavit of Publication



# State of Washington, King County

## City of Seattle

### ORDINANCE 126938

AN ORDINANCE creating a new Seattle Municipal Code Chapter 4.78, Workplace Violence Prevention Program.

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##### 4.78.020 Workplace Violence Prevention Program Authorized

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##### 4.78.020 Workplace Violence Prevention Program Authorized

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the administration of a Workplace Violence Prevention Program. The Program shall include but not be limited to security assessment, violence prevention and control, training, reporting, and investigation, and response to workplace violence incidents, and program evaluation.

Section 2. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

Passed by the City Council the 23rd day of September, 2002 and signed by me in open session in authentication of its passage this 23rd day of September, 2002.

PETER STEINBRUCK,

President of the City Council.

Approved by me this 2nd day of October, 2002.

GREGORY J. NICKELS,

Mayor.

Filed by me this 3rd day of October, 2002.

(Seal) JUDITH E. PIPPIN,

City Clerk.

Publication ordered by JUDITH PIPPIN,  
City Clerk.

Date of publication in the Seattle Daily Journal of Commerce, October 10, 2002.