

Water Board President James Robinson presented the following resolution and moved for its adoption:

**RESOLUTION NO. 2020-14**

**RESOLUTION ADOPTING THE POLICY FOR SUN SAFETY FOR OUTDOOR WORKSITES**

**WHEREAS**, the New York State Public Employee Sun Safety Law, enacted on August 18, 2006, is an amendment to Section 218-a of the New York State Labor Law. It requires New York State agencies to provide sun safety information to their employees who spend more than a total of five hours per week outdoors; and

**WHEREAS**, the Gloversville Water Works is in support of the "Community Cancer Prevention in Action Program of Fulton, Montgomery, and Schenectady Counties" as a New York State Department of Health program supporting local cancer prevention and risk reduction interventions using a policy, systems and environmental (PSE) change approach; and

**WHEREAS**, skin cancer is the most common cancer in the United States with 1 in 5 Americans diagnosed; and

**WHEREAS**, in New York, 4,000 cases of Melanoma, the deadliest form of skin cancer, are diagnosed each year, with five hundred (500) New Yorkers dying from it each year; and

**WHEREAS**, the risk for developing skin cancer can be greatly reduced when certain precautions are practiced.

**NOW, THEREFORE, BE IT RESOLVED**, that the Gloversville Water Works is committed to promoting sun safety practices for employees; and be it further

**RESOLVED**, that the Gloversville Water Works hereby adopts the attached policy for Sun Safety for Outdoor Worksites to reduce the exposure to ultraviolet radiation (UV rays) which over time can increase the risk of developing skin cancer. The attached policy is an action to reduce the risk of skin cancer in the Gloversville Water Works; and be it further

**RESOLVED**, that the Gloversville Water Works supports the adopted Sun Safety for Outdoor Worksites policy by providing information and raising awareness in the community and among the Water Department's workforce to prevent skin cancer.

A motion was made by Commissioner Antonucci seconded by Commissioner Robinson that the above resolution be adopted.

Votes Taken:

YES                      NO

Commissioner Mauro	X
Commissioner Robinson	X
Commissioner Antonucci	X
Commissioner Shell	X
Commissioner Isabella	X

Adopted: October 14, 2020

Water Board President James Robinson presented the following resolution and moved for its adoption:

**RESOLUTION NO. 2020-13**

**RESOLUTION AUTHORIZING ALL FULL-TIME GLOVERSVILLE WATER DEPARTMENT EMPLOYEES TO TAKE LEAVE FOR CANCER SCREENINGS IN ACCORDANCE WITH THE PROVISIONS OF CIVIL SERVICE LAW SECTION 159-b**

**WHEREAS**, all Full-Time Gloversville Water Works employees, according to Civil Service Law 159-b, may take up to four hours of paid leave without charge to leave credits each calendar year for screenings for all types of cancer, including physical exams, blood work or other laboratory tests for the detection of cancer; and,

**WHEREAS**, the Gloversville Water Department and the Board of Water Commissioners supports this law and encourages all Full-time employees to have cancer screenings as necessary; and,

**WHEREAS**, a doctor's note must be provided for each appointment accounting for the time sought to be charged to this leave.

**NOW, THEREFORE, BE IT RESOLVED**, that the Gloversville Water Department and the Board of Water Commissioners authorizes all Full-time employees to receive up to four hours of paid leave without charge to leave credits each calendar year for screenings for all types of cancers, subject to employees' submission of appropriate documentation.

A motion was made by Commissioner Isabella seconded by Commissioner Robinson that the above resolution be adopted.

Votes Taken:

	<u>Yes</u>	<u>No</u>
Commissioner Mauro	X	
Commissioner Robinson	X	
Commissioner Antonucci	X	
Commissioner Shell	X	
Commissioner Isabella	X	

Adopted: October 14, 2020



## **POLICY / SUN SAFETY / OUTDOOR WORKSITES – Gloversville Water Works**

### **Rationale:**

Skin cancer is the most common cancer in the United States. Exposure to ultraviolet (UV) radiation causes nearly all skin cancer cases. Gloversville Water Works is committed to the health and safety of its workers, including protecting our employees from the adverse effects associated with prolonged exposure to outdoor UV radiation. Encouraging and providing sun safety behaviors in outdoor workers helps create a healthy and safe workforce.

### **Policy:**

This policy applies to every department/division, supervisor, and employee of the Gloversville Water Works, where outdoor work or work assignments are required and there is a risk of exposure to UV radiation as a result of these activities.

### **Hats, Protective Clothing, Sunglasses, and Sunscreen**

Employees will be encouraged to wear sun-protective clothing that includes:

- Full-brimmed hats
- Long-sleeve shirts
- Full-length pants made of tightly woven fabric that is lightweight.
- Wear sunglasses that protect from 100 percent of UVA & UVB.
- Carry and use sunscreen and lip balm with a minimum of SPF 15

### **Environmental Controls:**

Gloversville Water Works will provide shaded outdoor break areas for all employees.

### **Training and Communication:**

All outdoor employees of the Gloversville Water Works will receive information on UV protection, sun safety behaviors, and/or skin cancer prevention.

Gloversville Water Works supervisors will receive UV protection, skin cancer prevention, and/or sun safety materials encouraging them to practice sun safety behaviors while on the job and role model to reinforce use of sun-protective equipment for employees.

### **Policy Monitoring and Review:**

This policy is the shared responsibility of all Gloversville Water Works personnel. All employees are encouraged to communicate and partake in the necessary precautions of this policy during the working

hours to prevent and reduce the risk of skin cancer.

Gloversville Water Works supervisors will understand, model and encourage employees to follow the Sun Safety Policy guidelines.

Gloversville Water Works will evaluate and revise this policy as needed.

**Contact Regarding Policy:**

Contact the Water Superintendent or Clerk of the Water Board with questions or concerns about the policy.

**Date Policy Adopted:** 10/14/2020



## **Policy/Cancer Screening Paid Time Off-Gloversville Water Works**

**Gloversville Water Works** full-time employees, according to Civil Service Law 159-b, may take up to four hours of paid leave without charge to leave credits each calendar year for screenings for all types of cancer, including physical exams, blood work or other laboratory tests for the detection of cancer; and

**Gloversville Water Works** supports this law and encourages all full-time employees to have cancer screenings as necessary for early detection of cancer.

**Gloversville Water Works** a doctor's note must be provided for each appointment accounting for the time sought to be charged to this leave.

**Gloversville Water Works** authorizes all full-time employees to receive up to four hours of paid leave without charge to leave credits each calendar year for screenings for all types of cancers, subject to employees' submission of appropriate documentation.

**Gloversville Water Works** will evaluate and revise this policy as needed.

**Gloversville Water Works adopted policy:** October 14, 2020.