

**RESOLUTION
BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON**

In the matter of accepting the recommendation)
of the Employee Suggestion Committee regarding)
Employee Suggestion Number LIB-001.)

RESOLUTION
92-112

WHEREAS, the Board of County Commissioners passed resolution number 91-80 which established an Employee Suggestion System to improve the overall effectiveness and work environment of Multnomah County,

WHEREAS, the Board of County Commissioners directed an Employee Suggestion Committee to review the submitted employee suggestions and recommend action to be taken by the Board,

THEREFORE BE IT RESOLVED THAT:

The Board of County Commissioners accepts the recommendation of the Employee Suggestion Committee and requests the Chair consider the suggestion for implementation.

Adopted this 18th day of June, 1992.



BOARD OF COUNTY
COMMISSIONERS
MULTNOMAH COUNTY, OREGON

By: Gladys McCoy
Gladys McCoy, County Chair

APPROVED AS TO FORM

LAWRENCE KRESSEL, COUNTY COUNSEL
OF MULTNOMAH COUNTY, OREGON

By: Lawrence Kressel
Lawrence Kressel
County Counsel



MULTNOMAH COUNTY, OREGON

COMMITTEE USE ONLY

Date Received: 2-3-92

File No: LB-061

EMPLOYEE SUGGESTION FORM

IMPORTANT: Please read the instructions on back before completing.

BE SURE YOUR IDEA IS THOROUGHLY UNDERSTOOD. WRITE YOUR SUGGESTION CLEARLY AND COMPLETELY. ATTACH EXTRA PAGES, CHARTS OR DRAWINGS, IF NECESSARY. IF YOU NEED ASSISTANCE, PLEASE CONTACT A MEMBER OF THE SUGGESTION COMMITTEE. IT IS NOT ENOUGH TO IDENTIFY A PROBLEM, YOU MUST OUTLINE ITS SOLUTION. PLEASE BE AS DETAILED AS POSSIBLE

PRESENT METHOD, CONDITION, or PROBLEM:

Present Cost:

THE BOOK DROPS AT MOST-- IF NOT ALL-- MULT. CTY. LIBRARY BRANCHES ARE DESIGNED IN SUCH A WAY THAT EMPTYING THEM REQUIRES THE EMPLOYEE TO WORK ON THEIR KNEES, AT EACH EMPTYING THE EMPLOYEE IS ON THEIR KNEES TO LIFT THE BOOKS UP FROM THE FLOOR TO PLACE ON A BOOKCART OR CARRY TO A NEARBY COUNTER. THIS REPETITIVE KNEE-TO-STANDING-TO-KNEE MOVEMENT CAN OCCUR FROM 5 TO 9 TIMES PER EMPTYING OF BOOK DROP. IN ADDITION THE BOOK DROP IS EMPTIED 3 TO 5 TIMES BEFORE THE MCL BRANCH OPENS TO THE PUBLIC.

Subtotal:

PROPOSED SOLUTION:

Estimated Cost: \$79.94

IT IS MY SUGGESTION THAT EACH MCL BRANCH HAVE ONE PAIR OF KNEE PADS FOR EMPLOYEES USAGE WHEN EMPTYING THE BOOKDROP.

SALEM INSTALLATION, 1205 SE GIDEN, PORTLAND, OR. 97202 232-9990 OFFERS A SINGLE STRAP, RUBBER KNEE PAD @ \$5.71 A PAIR FOR TEN PLUS PAIRS. MULT. CTY. HAS AN ESTABLISHED CHARGE ACCOUNT WITH THIS SUPPLIER.

TOTAL COST FOR KNEE PADS FOR BRANCHES ONLY (14) = \$79.94

THIS IS A MINIMAL PRICE TO PAY FOR EMPLOYEE HEALTH & SAFETY.

Subtotal:

Total Anticipated Savings(per year):

Type of Suggestion:

- ☒ Increased Efficiency
- ☒ Improved Methods
- ☐ Improved Service
- ☐ Improved Equipment

- ☐ Reduced Costs
- ☐ Waste Prevention
- ☒ Increased Worker Health and/or Safety
- ☐ Other-Please Specify

Date Submitted: 1-21-92

Request confidentiality: YES NO

Name of Suggestor: (please print) (Optional) VICKI ROTSTEIN

Phone Number: (Optional) 248-5382

Dept/Div: (Optional) BELMONT LIBRARY

Mailing Address: (Optional) 317/BEL

PRESENT THIS FORM TO A MEMBER OF THE SUGGESTION COMMITTEE OR SEND IT TO THE ESC, AT: B/101, R/134

Suggestor Signature:

Vicki L Rotstein

(OPTIONAL)



MEMORANDUM

TO: Employee Suggestion Committee
FROM: Margaret Epting, Support Services Manager
DATE: February 20, 1992
SUBJECT: Employee Suggestion

A handwritten signature in cursive script, appearing to read "Margaret", written over the printed name in the "FROM" line.

Thank you for passing on to us the suggestion to your committee to purchase knee pads for library employees who must work on their knees when they empty bookdrops.

We think this is an excellent suggestion, and will explore the purchase of knee pads for each of our fourteen branch libraries.