



THREAT ASSESSMENT TEAM REVIEW

Human Resources Department

**Human Resources Board
Item #2
June 4, 2015**

OCCUPATIONAL SAFETY & HEALTH ACT (OSHA) DEFINITION

- Workplace violence is any act or threat of physical violence, harassment, intimidation, or other threatening disruptive behavior that occurs at the work site. It ranges from threats and verbal abuse to physical assaults and even homicide. It can affect and involve employees, clients, customers and visitors.



OSHA

- Requires employers to provide a safe and healthful workplace for all workers. Employers who do not take reasonable steps to prevent or abate a recognized violence hazard can be cited.
- Where risk factors can be identified, risk of assault can be prevented or minimized if employers take appropriate precautions. Best practice is to establish a zero-tolerance policy toward workplace violence.

VIOLENCE IN THE WORKPLACE POLICY (III-4)

- Purpose: To clearly articulate the City's zero tolerance for workplace violence and to deter such occurrences. Provides examples of workplace violence, prohibits all forms of workplace violence and provides that its occurrence will lead to discipline, up to and including termination, establishes guidelines to assist supervisors and employees in identifying and reporting potential or actual workplace violence, and establish procedures for the investigation and handling of potential and actual workplace violence.



VIOLENCE IN THE WORKPLACE POLICY (III-4)

- City will establish security measures and practices as needed.
- Will provide related training programs as appropriate.
- Will establish a management team to review the implementation of this policy and offer advice to City supervisors to offset and prevent incidents of workplace violence.



THREAT ASSESSMENT TEAM (TAT)

- Advisory committee serving to assist the Human Resources Director in assessing reported threats of violence.
- Members are appointed by the HR Director and receive training on how to assess workplace threats of violence.
- Members may be called to conduct preliminary investigation, assess the danger or harm that may result from a threat, determine the level of risk, and provide recommendations for managing the situation.
- Team may utilize consultant Workthreat Group, LLC
 - Provides Threat/Risk Assessments & Recommendations, Site/Physical Safety & Security Evaluations, Review of Policies/Procedures, Backgrounds, and Training



THREAT ASSESSMENT TEAM (TAT)

- May consist of the following members:
 - Human Resources Director
 - Employee Relations Officer
 - Safety Officer
 - Deputy City Attorney
 - Department Head
 - Department Representative
 - Police Department Representative
 - Employee Assistance Program (EAP) Rep
 - Clinical Physician/Psychologist
 - Senior Human Resources Analyst
 - Riverside County Crisis Response Unit



THREAT ASSESSMENT TEAM (TAT)

- Threat Assessment Team Trainings conducted:
 - August 1, 2012 to Executive Leadership Team
 - November 29, 2012 to Human Resources/Riverside Police Department TAT Members
- Workplace Violence Trainings (City-wide)
 - May 13, 2013
 - May 15, 2013



RECOMMENDATION

That the Human Resources Board receive this report on the Threat Assessment Team.

