



MEMORANDUM

Council Agenda
Item No. IX. AY
9/27/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Industrial Safety Internship Agreement with The University of Central Oklahoma for The City of Oklahoma City to provide fieldwork experience to students, estimated cost \$25,700, October 1, 2022 through June 30, 2023.

Purpose:

To enter into an industrial safety internship agreement to provide fieldwork experience to The University of Central Oklahoma students.

The Risk Management Division of the Finance Department provides safety resources to the entire City. There is currently one Training and Safety Specialist and one Safety Analyst in Risk Management. With regulations from the State Department of Labor that went into effect September 2017, demand on the existing safety staff is steadily increasing. The Safety Intern will assist the Safety program with day-to-day operations, as well as continual updates to the City Safety Manual, conducting safety testing, training City staff and numerous other safety-related tasks.

This internship will be a paid position. By entering into this agreement, we are not committed to hire an intern or pay a set amount of wages. The estimated cost of the internship program is \$25,700.

Estimated Cost:

\$25,700

Term:

October 1, 2022, through June 30, 2023

Source of Funds:

OCITY – Risk Management – Workers Comp and Safety-Salaries and Wages (OCITY-285-0465-2800701- 51010001)

Review:

Risk Management

Recommendation: Agreement be approved.