

**Safety Committee Regular Meeting**  
May 7, 2014

Meeting called to order at 8:20 a.m.

Present: Rick Korbelik, Tim McDermott, Bruce Filipi, Russ Kalkwarf, Lyle Weber, Marvin Kohout, Kara Burda, Becky Vales, Debbie Spanyers, Dan Johnson, and Sharon Jelinek

Kohout reminded those present of the open meetings law posted at the back of the room.

Filipi moved to approve the agenda, seconded by Korbelik. Voting aye: all, nays: none, motion carried.

Kohout read the minutes of the February 4, 2014 regular meeting. Filipi moved to approve the minutes, seconded by Spanyers. Voting aye: all, nays: none, motion carried.

**Old Business:**

Wellness Committee updates/projects:

- McDermott gave an update on the Wellness Committee's Lucky 7 Poker Challenge.

NIRMA CPR/AED training thoughts:

- NIRMA CPR/AED training-Kohout reported that there were 60 people that took the training. Also, the pediatric pads for the AED were replaced in the courthouse. Johnson said everything should be good for a year.

**New Business:**

Quarterly worker's compensation claims for Saline County:

- No claims for the last quarter

NIRMA ASSIST applications for 2014(AED for Senior's building):

- Saline County Aging Services doesn't have an AED in their building. Fictum advised the Committee that Emergency Management is partnering with Public Health Solutions on the "Help for Hearts Project" which, if awarded, would provide some AEDs through the Rural Access to Emergency Defibrillators (RAED) grant. Alternatively, a NIRMA ASSIST grant can provide up to 50% funding. Need to think about this between now & November 1<sup>st</sup>, when the ASSIST grant applications are due.

Updating of emergency maps in county buildings:

- Johnson is going to update the emergency maps to show the location of the AED's and fire extinguishers as well as evacuation routes. McDermott suggested, due to the orientation of the maps, that they be posted on the north wall if possible.

NIRMA—new reporting forms for snow removal, non-employee and employee incidents:

- NIRMA workshop-Kohout reported that documenting everything (snow removal, how much ice melt was used, etc) can help with the case if someone should fall.

- McDermott said you can fill out these forms when helping someone. Just ask the questions while you are helping the person that got hurt and then you can fill out the form later.
- The new forms are in the clerk's office.
- Documenting everything is the answer to helping with a case if it should arise.

Courthouse addition project/update:

- Kohout reported that Jerry Berggren of Berggren Architects will return May 21, 2014 at 8:15 a.m. with Plan A and Plan B.

2014 Fall Safety Training ideas (proper lifting, office ergonomics, meth/hazardous material training, Premises Liability: An Accident Waiting to Happen, De-Escalation in the Midst of Today's Volatile Society, etc.):

- It was decided to have NIRMA-Premises Liability and De-Escalation in the Midst of Today's Volatile Society. Chad Engel and Terry Baxter would do the presentations. We would do 2 sessions-one in the morning and one in the afternoon. Maybe have it at Sokol Hall since there will be more people per session. Kohout will see if he can set it up for Wednesday November 19<sup>th</sup> and will let Fikar know.

Safety Committee budget for 2014-15:

- Keep budget the same for Safety Committee. The Wellness Committee should have a separate budget. It has been using the Safety Committee budget so far.

NIRMA'S planned visit with Wellness Committee:

- NIRMA is using us as examples for other counties. Marshal Tofte, who is NIRMA's communications and events manager, will sit in on part of the Wellness committee's meeting on the 19<sup>th</sup> in order to write an article for the magazine on Saline County's Wellness efforts. We are leaders in Wellness.

Other New Business:

- McDermott said we should have a defined way to get information out to everyone about the Safety Committee's recommendations.
- McDermott made a motion to insert the minutes of the Safety Committee meeting in everyone's paycheck, seconded by Weber. Voting aye: all, nays: none, motion carried.
- Kohout will talk to Linda Kastanek about this.

Other New Business:

- Burda said their weather machine didn't have any volume and maybe wasn't working quite right. Having Fictum check out the 3 weather machines in the Courthouse.
- Vales suggested a handicap door for the Extension Office because they have a person that has been coming in more often, having trouble getting in and out. Johnson will get estimates.

Next quarterly safety meeting—Wednesday, August 20<sup>th</sup>.

Respectfully submitted for,

Daryl Fikar, Secretary  
By Sharon Jelinek