

## Safety Committee Regular Meeting

February 11, 2015

Meeting called to order at 8:17 a.m.

Present: Tim McDermott, Russ Kalkwarf, Phyllis Niebuhr, Kara Burda, B.J. Fictum, Marv Kohout, Daryl Fikar, Bruce Filipi 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 Fictum. Voting aye: all, nays: none, motion carried.

Fikar read the minutes of the November 5, 2014 regular meeting. Jelinek moved to approve the minutes with the correction of the budget year for the Wellness Committee, seconded by Niebuhr. Voting aye: all, nays: none, motion carried.

Fikar read the minutes of the December 9, 2014 Special Meeting. McDermott moved to approve the minutes, seconded by Jelinek. Voting aye: all, nays: none, motion carried.

### OLD BUSINESS:

Wellness Committee updates/projects:

McDermott reports that the vending machine has been purchased and received. There were 80 items purchased from the machine in the first 15 days. Various individuals from the Wellness Committee have been stocking the machine.

ASSIST Grants:

McDermott and Kohout explained that Saline County has received two ASSIST grants from NIRMA; one for \$275.00 to defray the costs of our Wellness membership dues, and one for \$20.00 per person for the health fair, up to \$2,000.00 maximum.

Filipi stated that the Roads Department received grants for two of the three projects for which he applied.

### NEW BUSINESS:

Liability Claims:

#1: Lightning damage to equipment on 10/1/2014. The Committee decided that this was an act of God, and no preventative action is possible.

#2: On 7/12/2014, County vehicle backed into a private vehicle. Driver must be more cognizant of surroundings, especially when driving in reverse.

#3: On 7/21/2014, a plank came loose on a county bridge, damaging a private vehicle. As bridge inspections are performed on a regular basis and no defects were found, encourage employees to report any irregularities to the Highway Dept.

#4: Excavator rolled over while moving dirt. Operator must be more observant and aware of surroundings when moving equipment on irregular surfaces.

Workers Comp Claims:

#1: On 7/28/2014, an inmate at the Saline County Law Enforcement Center spit in the face of a Corrections Officer during a struggle. At the Law Enforcement Center, there are instances when the Officers must come in contact with the inmates, and this type of contact may be unavoidable.

#2: Corrections Office was bit on the arm during a struggle with inmate. At the Law Enforcement Center, there are instances when the Officers must come in contact with the inmates, and this type of contact may be unavoidable.

#### Fitness Center Rules:

Deputy Jennifer Retchless-Chavez, a member of the Saline County Wellness Committee was present to address an issue that Saline County employees have expressed to her concerning the use of the Saline County Fitness Center. She explained that the rule for the Fitness Center allowing Saline County employees to sponsor a friend is being abused in that, the intent was to have the friend join the employee while working out, but the friend is using the Fitness Center without the employee present. She believes that this is causing the Fitness Center to be over-used, wearing out the equipment and crowding out the employees.

After discussion, Fictum moved to rescind rule #6 and to amend rule #4. Rule #4 will now read "Effective March 1, 2015, this Facility is available to Saline County employees, their current household members, and employees of any Saline County facility. Children under 19 years of age are allowed when accompanied and directly supervised by their parent or legal guardian". The motion was seconded by McDermott. Voting aye: all, nays: none, motion carried.

#### Courthouse Addition:

McDermott gave an update on the Courthouse addition by stating that the security system for the courthouse has been separated from the general construction phase. The bid opening for the security system will be on February 19.

The final drawings for the addition will be available on February 23, and the final bids from the contractors are due on March 17.

The entire construction should take 18 to 24 months.

#### Spring training:

Spring training will take place on April 8, 2015 during two sessions and will consist of "Active Shooter Training". The classes will be 9:30 to 11:30 and 1:00 to 3:00 in the District Courtroom. This will be a coordination between NIRMA and the Sheriff's Department. Fictum will distribute the sign-up sheets for the class.

It was also decided that the Fall, 2015 training will be the First Aid class and the Spring, 2016 training will be a Severe Weather class.

#### Other New Business:

Fictum informed the Committee that the statewide tornado drill will be on March 25. The tornado watch will be announced at 10:00 a.m. with the drill to follow shortly thereafter.

He also noted that this year's Severe Weather Seminar will be on March 28 at 12:30 p.m. at Saline Center.

He then outlined the in-progress "Emergency Response Plan" that is now required by OSHA for Saline County's buildings. This is a plan to facilitate and organize management and employee actions during workplace emergencies.

There being no further business, the meeting was adjourned at 9:50 a.m.

The next meeting of the Saline County Safety Committee will be Wednesday, May 27, 2015 at 8:15 a.m. in the courthouse assembly room.

Respectfully submitted,  
Daryl Fikar, Secretary