

## Safety Committee Regular Meeting

May 10, 2017

Meeting was called to order at 8:40 a.m. by Marvin Kohout

Present: Marvin Kohout, Tim McDermott, Tammie Korbelik, Debbie Spanyers, Kara Burda and Dan Johnson.

Kohout informed those present of the open meetings law posted in the Commissioners room due to the construction.

\*McDermott moved to approve the Agenda, seconded by Spanyers. Voting Aye: all, nays: none, motion carried.

T.Korbelik read the minutes of the March 1, 2017 regular meeting.

\*Johnson moved to approve the minutes, seconded by Burda. Voting Aye: all, nays: none, motion carried.

### **OLD BUSINESS:**

#### WELLNESS COMMITTEE UPDATES:

McDermott talked about upcoming challenges. Our next challenge is the 100 miles in 100 days. The committee will be planning for the wellness budget at their next meeting.

#### COURTHOUSE UPDATES:

McDermott reported that the construction workers are keeping busy with the wiring and the restrooms.

#### SPRING TRAINING:

The Safety Committee thought that the QPR Training went well and was very interesting. We all thought it was a great class and we had a lot of compliments from other employees.

#### SEVERE WEATHER:

Kohout talked about the tornado drill and why we did not do the drill as scheduled. We did not want the County to think that it was the real thing due to current weather conditions that day. We will be working on getting a new date and time set up.

## OTHER OLD BUSINESS:

Kohout reported that the quarterly jail inspection is finished.

A key was given to the County Attorney & Extension Offices, by the Lutheran Church, for the employees to use their basement in case of a tornado warning.

## NEW BUSINESS

### **WORKMANS COMP CLAIMS: KOHOUT REPORTED:**

We reviewed three claims for the first quarter of 2017:

#1: On December 23, 2016, an employee fell over a box in the office and hurt their shoulder. Preventive action-Be aware of your surroundings. Be considerate of others and place boxes out of the walk ways.

#2: On January 11, 2017, an employee at the LEC was exiting the building during a fire alarm and slipped and fell on a patch of ice. The employee was 32 weeks pregnant. Preventive action-Be cautious during bad weather months.

#3: On January 17,2017, an employee was stepping out of the motor grader and slipped on the ice twisting their knee. Preventive action-Be cautious of your surroundings and your points of contact.

### **NIRMA CLAIMS: KOHOUT REPORTED:**

We reviewed two claims for the first quarter of 2017:

#1: On February 14, 2017, the crane operator swung the unit and hit the county pickup at the job site. Preventive action-Be aware of where you are parked and do not park too close to the job site.

#2: On February 23,2017, an employee hit a county vehicle with another county vehicle. Preventive action- Look before you leap.

### **FIREDRILL:**

Discussed courthouse fire drill protocol when the courthouse is complete.

### **INSPECTIONS:**

Kohout reported that we will do the shop inspections unannounced. The committee will be working on a date and time.

#### FALL TRAINING:

Kohout will do some checking on a Nutrition Training Class. He will also try to get a date and time scheduled.

#### OTHER NEW BUSINESS:

Spanyers showed some concern for her office not having air conditioning for the summer months. They can't open the new windows in the vault as they have no screens on them. Suggestions were a window air condition unit or some type of temporary cooling system.

Johnson reported that he checked all of the panic buttons on May 9, 2017. They are all working good. We will be updating the panic buttons when the construction is complete.

Korbelik asked if employees need to sign a new waiver form for the work out center, as Safety Committee has been added to the waiver. The committee thought that it would be a good idea as the code will be changing on July 1, 2017 as well. Korbelik will put a new waiver form in the May 26<sup>th</sup> pay checks. The employees can return their forms to Tim and get the new code from him at that time.

McDermott suggested the Safety Committee Manual be updated as it has been five years. The committee will work on getting that updated.

The next meeting of the Saline County Safety Committee will be Wednesday August 16, 2017 at 8:30a.m.

There being no further business, the meeting was adjourned at 9:49 a.m.

\*This meeting failed to meet the quorum and will be reviewed and new motions entertained at the next meeting.

Respectfully submitted,

Tammie Korbelik, Secretary

