

Safety Committee Regular Meeting

February 7, 2018

Meeting was called to order at 8:42 a.m. by Marvin Kohout

Present: Marvin Kohout, Tim McDermott, Tammie Korbelik, Kara Burda, Becky Vales, Debbie Spanyers, Bruce Filipi, John McKee, Dan Johnson and Russ Kalkwarf at 9:10 a.m.

Kohout informed those present of the open meetings law posted on the back of the door in the assembly room and on the back of the wall in the commissioner's room.

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

T. Korbelik read the minutes of the November 8, 2017 regular meeting.

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

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott reported that the 2017 Wellness program is complete. The committee has completed their portion. Madonna is going thru their part, when they are finished there will be a protest period and then the incentives will be passed out. Our next event will be the health fair, February 20-21, 2018

COURTHOUSE UPDATES:

McDermott reported that the construction is coming to an end. They are doing the finishing touches. The panic buttons are being installed and they are doing the adjustments on the cameras. The L.E. Center is now able to view the cameras. The elevator is still being worked on with locking out certain access buttons. The elevator speed cannot be adjusted, but the time delay on the door can be.

OTHER OLD BUSINESS:

McDermott reported that all of the water fountains now have filters on them. The taste of the water was an issue and should now be resolved.

NEW BUSINESS:

WORKERS COMP CLAIMS: KOHOUT REPORTED:

We have no workers comp claims for the fourth quarter.

NIRMA CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the fourth quarter of 2017:

#1: On October 11, 2017, a claimant was sitting and when they got up to walk they tripped and fell. Not enough information to suggest cautions. We all need to be aware of our surroundings.

FIREDRILL:

Kohout announced that a fire drill will be conducted when the construction is complete. We will get the instructions and maps posted and schedule a training.

COURTHOUSE/SHOPS/SCLEC INSPECTIONS:

Kohout reported that the shops have not been inspected and that we will schedule them at the May meeting. The jail inspection will be done quarterly.

SPRING TRAINING:

Filipi announced that the road guys will have a flagger training on March 2, 2018, which is valid for 2 years.

Burda suggested a Harassment Training for the Spring Class. Kohout will work with McDermott to get a date and time set up. We will be looking at a Wednesday in mid-March.

Kohout announced that there will be an employee recognition banquet on Friday April 13, 2018 at Sokol Hall.

MANUAL:

T.Korbelik emailed chapters of the Safety Manual to all of the Safety Committee Members. There is a copy of the manual in our handbook as well. The safety members were assigned chapters to update. We will discuss them at our next meeting on May 30th.

Chapters:

1-3 – Russ Kalkwarf

4-5 – Tim McDermott

6 – John Mckee

7 – Tammie Korbelik

8 – Debbie Spanyers

9-13 – Bruce Filipi

14 – Dan Johnson

15 – Kara Burda

Marv Kohout and Tim McDermott will update the Attachments and Table of Contents.

OTHER NEW BUSINESS:

TORNADO DRILL:

McKee announced that March 26-30 is Severe Weather Awareness week. McKee will have a tornado drill around 10 a.m. on March 28, 2018, weather permitting.

McDermott will post a note on the door to inform the public that they will need to participate in the drill if they are in the courthouse at that time.

Vales asked if all of the phones would be connected to the all call. McDermott will check into that and make sure each building will be connected.

Burda asked if directory signs were going to be posted soon. McDermott said they will be done last due to the fire marshal.

PARKING LOT:

Burda reported that there are customers wondering why there are so many county vehicles taking up customer parking near the courthouse. They are wondering why all county employees do not park in the parking lot north of the courthouse. Johnson has mentioned to some of the county employees, who use the county vehicles, to please park east of the garage when not in use.

Burda reported that there have been some questions about having a sidewalk poured from the middle of the parking lot to the street. We all walk there now and we will end up killing the grass.

CLASSES:

McKee stated that he had sent out the wrong date for the NIMS class. He had accidentally sent February 7 and it should be March 7, 2018. He sent out a new email with the corrections.

McKee also announced that there will be a Weather Training Class on March 12, 2018 at 7:00 pm. It will be held at the old Homestead National Monument site. It's a three-county training class.

UPDATES:

Johnson reported that the five defibrillators are all working, but the batteries are expired. We need to purchase new ones soon. Kohout said to take the money out of the Safety Budget. The first aid kits will be updated after the construction is complete. The fire extinguishers will be updated in March and the inspection is done once a year.

The next meeting of the Saline County Safety Committee will be on Wednesday May 30, 2018 at 8:30 a.m. in the assembly room.

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

Respectfully submitted,

Tammie Korbelik, Secretary