

Safety Committee Regular Meeting

May 30, 2018

Meeting was called to order at 8:35 a.m. by Marvin Kohout

Present: Marvin Kohout, Tim McDermott, Tammie Korbelik, Kara Burda, Debbie Spanyers, Bill Slezak, John McKee, Dan Johnson, Sharon Jelinek, Rick Korbelik, and Russ Kalkwarf.

Kohout informed those present of the open meetings law posted on the bulletin board in the assembly room.

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

T. Korbelik read the minutes of the February 7, 2018 regular meeting.

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

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott stated that the 2017 Wellness program is complete. Our next challenge is the 100 miles in 100 days.

COURTHOUSE UPDATES:

McDermott reported that the new doors are cracking. They will be inspected and replaced.

We do not have enough new panic buttons installed at this time. We are awaiting the arrival of additional. The old panic buttons may be thrown away as they are not in working order. The new buttons that are hooked up are in working order and can be used if necessary.

Parking is still an issue and employees are encouraged to please park in the parking lot on the north side of the courthouse.

The cameras are still being placed and adjusted. They are still working on the elevator and locking out certain areas. Johnson has quarterly maintenance done on the elevator.

There are approximately 160 signs being designed and manufactured to be installed.

OTHER OLD BUSINESS:

Johnson reported that the defibrillators are all up to date with new batteries. The AED's need to be centrally located on the first floor.

McDermott reported that the first tornado drill in the new building went well. McKee said there weren't any problems reported.

Kohout attended the weather class at the Homestead, he mentioned that there was a good size group of people who attended. McKee reported that approximately 70-80 people were present.

Kohout reported that the Spring Training on Harassment was one of the best ones yet. There were quite a few comments on this Training. Terry Baxter and Gail Sutter did a wonderful job.

NEW BUSINESS:

WORKERS COMP CLAIMS: KOHOUT REPORTED:

We reviewed two claims for the second quarter in 2018:

#1: On January 7, 2018 an employee slipped and fell on the ice. They hurt their left elbow, hand, hip, upper thigh, jarred neck and back. Preventive action-make sure the ice melt is down and that you wear the proper shoes.

#2: On January 23, 2018 an employee slipped on the packed snow and fell on their right side. They hurt their right ankle and knee. Preventive action-use ice melt and wear the proper shoes.

NIRMA CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the second quarter of 2018:

#1: On December 15,2017, a motor grader was cleaning out the ditch and hit a power pole. This is the first time this has happened in over 40 years. Preventive action-Be aware of your surroundings.

NIRMA:

Kohout read an article written by Chad Engle called "Money for Minutes".

FIREDRILL:

McDermott announced that there will be a fire drill when the construction is finalized. Waiting for the signs to be installed in the proper places.

COURTHOUSE/SHOPS/SCLEC INSPECTIONS:

Kohout reported that the shops have not been inspected and that we will take volunteers and get the dates set. We will call for volunteers a week before hand.

FALL TRAINING:

Kohout suggested 1st Aid and CPR Training as our cards will be expiring soon. He will contact Chad to set a date.

SAFETY HANDBOOK:

The following members reported on the chapters that they were assigned to:

- Chapters:
 - 1-3 – Russ Kalkwarf – NO CHANGES
 - 4-5 – Tim McDermott – submitted proposed changes.
 - 6 – John Mckee – NO CHANGES
 - 7 – Tammie Korbelik – NO CHANGES
 - 8 – Debbie Spanyers – NO CHANGES
 - 9-13 – Bruce Filipi – Bill Slezak and Rick Korbelik will go over these chapters for Bruce, as Bruce is out of the office.
 - 14 – Dan Johnson – NO CHANGES
 - 15 – Kara Burda – submitted proposed changes.
 - Marv Kohout and Tim McDermott will update the Attachments and Table of Contents.

We will continue the Safety Handbook at our August meeting.

OTHER NEW BUSINESS:

T. Korbelik brought up the fact that county employees are not allowed to smoke on county property, so she was wondering why the public is allowed to smoke on county property, right by the front door. Suggested moving the cigarette container to the corner curb or to the parking lot, across the street, on the north side of the courthouse. Johnson and McDermott will do some checking into this to see what can be done.

Spanyers showed some concern for the attorneys and their clients having privacy. She wondered if they had a private place to meet. Kalkwarf mentioned that the attorneys know where the private rooms are located and they have access to those rooms. They are more than welcome to meet in the assembly room and the DMV room, except for Thursdays as the DMV is here on those days.

Kohout announced that NACO has passed a resolution for incentives, per person, per county, for the wellness program. NACO is working on the rules and regulations.

Burda said that there are some employees wondering why we don't receive our incentives sooner since the packets were due sooner. McDermott responded that we do need to give the County, Madonna and the protest period time to get things done on their end before the incentives are handed out.

Johnson announced that Cheevers finished the new hand rails outside on the east side of the courthouse. McDermott reported that they will also install new handrails on the old stair case from the 1st to the 3rd floor.

The next meeting of the Saline County Safety Committee will be on Wednesday August 22, 2018 at 8:30 a.m. in the assembly room.

There being no further business, the meeting was adjourned at 10:09 am

Respectfully submitted, Tammie Korbelik, Secretary.