

Safety Committee Regular Meeting

February 13, 2019

Meeting was called to order at 8:32 a.m. by Marvin Kohout.

Present: Marvin Kohout, Tammie Korbelik, Dan Johnson, Bruce Filipi, Rick Korbelik, Kara Burda, Sharon Jelinek, Deb Spanyers, Tim McDermott and Russ Kalkwarf.

Kohout informed those present of the open meetings law posted on the wall in the conference room.

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

T. Korbelik read the minutes of the November 28, 2018 regular meeting.

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

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott reported that the Wellness Committee has acquired all of the 2018 packets and that they have completed their part of the packets. They will then be sent to Madonna so that they can do their part. Lisa Henning has all of the information for the Impact Survey. She will have it ready by the first part of March.

The Health Fair was today. We had a good turn out and there were only five no shows due to illness.

COURTHOUSE UPDATES:

McDermott also reported that the signs are up. Incorrect labeling and missing signs need to be addressed. The Fire Marshall has made some changes to the exits on the first floor. We may need to add some extra exit signs and lighting on the first and third floors. We also have a couple of the doors that need to be addressed.

OTHER OLD BUSINESS:

McDermott also mentioned that the Marble Seal is not complete for the entrance. The lighting for outdoors is complete.

Filipi visited with Leslie from General Fire and she sent a Sample First Aid Kit. The committee decided that we would need 7 large First Aid Kits for the Courthouse, 1 small First Aid Kit for the Old Jail and one AED for Aging Services. McDermott moved to approve the purchase of the First Aid Kits and an AED, seconded by Burda. Voting aye: all, nays: none, motion carried. Filipi will put the order in with his order to get a better deal.

NEW BUSINESS:

WORKERS COMP CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the fourth quarter of 2018:

#1: On November 5, 2018 an employee hurt their shoulder by lifting an election box. Precautions: Use proper lifting techniques.

NIRMA CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the fourth quarter of 2018:

#1: On December 18, 2018 an employee was backing out of the sally port and the door was inadvertently shut causing the vehicle to hit the door. Precautions: Have better communication.

FIREDRILL & OPEN HOUSE:

Once the Fire Marshall signs off, we will schedule a Fire Drill and an Open House.

SPRING TRAINING:

Some ideas for the Spring Training are Fire Extinguisher Training or Defensive Driving Training.

OTHER NEW BUSINESS:

It was brought to the Committees attention that there was a man sleeping on the bench in the hallway. Recommendations were to call security right away when noticed.

Johnson reported that the security key pad, at the entrance, for afterhours is working well.

The next meeting of the Saline County Safety Committee will be on Wednesday May 8, 2019 at 8:30 a.m. in the Courthouse Conference Room.

There being no further business, the meeting was adjourned at 9:32 a.m.

Respectfully submitted, Tammie Korbelik, Secretary