

## **Safety Committee Regular Meeting**

**Wednesday, May 8, 2019**

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

**Present:** Marvin Kohout, John McKee, Lyle Weber, Bruce Filipi, Rick Korbelik, Kara Burda, Sharon Jelinek, Deb Spanyers, Tim McDermott and Russ Kalkwarf.

**Absent:** Dan Johnson, Colby Marks, Russ Karpisek, Becky Valas

- Kohout informed those present the location of the Open Meetings Law posted in the conference room and the committee's abidance and acknowledgment of them.
- Filipi moved to approve the agenda, seconded by Jelinek. Voting aye: all, nays: none, motion carried.
- McDermott read the minutes of the February 13, 2019 Safety Committee meeting.
- Filipi moved to approve the minutes, seconded by Spanyers. Voting aye: all, nays: none, motion carried.

### **OLD BUSINESS:**

#### **WELLNESS COMMITTEE UPDATES:**

McDermott reported on the completed status of the acquisition and distribution of all Wellness incentives to employees, thus closing out all activities for the 2018 Program.

A brief update was provided on the mini-challenges concluded, underway and upcoming. These involve the "Crazy-8 Challenge", "100miles in 100days" and "Walk-across-Nebraska".

Mentioned also was an upcoming Madonna class-presentation on the topic of "Cholesterol" to be held in the Assembly Room at 5:30 p.m., Wednesday, June 26, 2019.

In addition, the Wellness Committee is looking at potential needs for additional equipment at the fitness center which may include a kick-punch bag and/or an exercise bike.

#### **COURTHOUSE UPDATES:**

McDermott reported on the status of the final inspection of the Courthouse which may occur on May 22<sup>nd</sup>; court schedules pending. Also discussed was the status of the garage repair at the old jail, additional signs, door hardware changes and the progress of the marble, County Seal to be installed in the new lobby.

#### **OTHER OLD BUSINESS:**

Filipi provided an update on the completed round-up and installation of new First-Aid Kits purchased through General Fire & Safety. Also made mention was the purchase and installation of the additional AED for our County Aging Services building.

## **NEW BUSINESS:**

### **NIRMA II - WORKERS COMPENSATION CLAIMS: KOHOUT REPORTED:**

The committee reviewed five (5) claims for the first quarter of 2019:

**#1:** On January 9<sup>th</sup>, an employee was walking to a vehicle in a County parking lot and rolled an ankle. The employee purchased ankle support. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** There being no indication of improper footwear, ground conditions or other obvious adjustments to walking, the committee could not make a recommendation altering another equally similar situation.

**#2:** On January 17<sup>th</sup>, an employee was assisting in the stripping of wire using a razor knife. The knife slipped from its surface and cut employees left thumb. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** It was recognized that employees should use proper knife techniques, extreme caution with added consideration for the use of proper tools if future, similar situations are presented.

**#3:** On February 15<sup>th</sup>, an employee was assisting in the moving of a door. The door fell and injured the big toe on the employees' right foot. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** It determined that this could be avoided in the future with added precaution, additional communication with those assisting in the action while slowing down movements in order to avoid injury.

**#4:** On February 26<sup>th</sup>, an employee was involved in the restraint of an inmate who was resisting causing injury. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** The Committee had no information related to actions or circumstances, either appropriate or non-appropriate, having been connected to this incident.

A general discussion took place on the likelihood of advancing notice of these types of injury to the Safety Committee representative better equipped to investigate the circumstance, in advance of the Safety meeting, so that the committee can better evaluate the action and make precautionary recommendation for future action.

**#5:** On April 19<sup>th</sup>, an employee was injured while subduing a non-cooperative suspect while making an arrest. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** The Committee has no information related to actions or circumstances, either appropriate or non-appropriate, having been connected to this incident.

### **NIRMA I – PROPERTY and LIABILITY CLAIMS: KOHOUT REPORTED:**

We reviewed three (3) claims for the first quarter of 2019:

**#1:** On January 22, 2019 an individual slipped and fell on the ice getting out of their vehicle in the parking lot. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** All visitors and employees using county facilities must be cautious and take notice of winter weather and surrounding, icy surface conditions when traveling to and from a county building on or adjacent to county property.

**#2:** On January 20, 2019 an employee was traveling west bound on HWY 41 when a deer entered the roadway from the south ditch striking and causing \$7,907.08 in damage to the

front right of a county vehicle. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** General Discussion took place around additional prevention methods that could be used in connection to these types of incidences involving nighttime roadways and deer crossings. A suggestion arose to add a push-button “walk” light to be used by deer in highly trafficked areas. Knowing that deer have a heightened sense of danger, this idea was debated, but lacked real consideration due to their inability to read. Short of this, the committee understands the need and recommends that drivers always remain vigilant in watching the roadway for these potential, frequent dangers.

**#3:** On February 10, 2019 a County Shop building was totally destroyed by an early morning fire. It appeared to have been caused by a burning ember likely sparked from a welding torch earlier the day before. **COMMITTEE RESPONSE – FUTURE PRECAUTION:** The committee realized this situation would have been difficult to spot when there was little evidence at the time the torch was being used. It is advised that users of welding equipment and torches always be cautious of their surroundings, moving items out of the way of spark or ember and take special notice of areas and contents subject to ignition.

#### **FIREDRILL:**

Upon completion of the Fire Marshall’s final inspection, it is planned to hold a fire drill here in the courthouse. Communications will be held with courthouse staff, Law Enforcement, Emergency Management and Wilber Fire & Rescue to potentially choose a 4:00 p.m. – 5:00 p.m. time frame to hold the drill. Advertising of an earlier close-of-business for that day will need to be made. A round-table discussion is also hoped to be held at that time to discuss the drill and the actions expected from all staff and visitors.

#### **TORNADO:**

Further discussion of developing a written plan to be contained within the Safety Manual for all County buildings in the event staff and visitors are advised to shelter due to an advancing storm.

#### **OPEN HOUSE:**

Upon completion of the Fire Marshall inspection, it is planned that we schedule a public “Open House” for the Courthouse Addition. This open house will likely take place on a Saturday this upcoming summer from 10:00 a.m. to 2:00 p.m.

#### **FALL 2019 TRAINING:**

Committee members were advised to begin thinking about topics for the Fall Safety Training event. The use of Fire Extinguishers is currently on the table.

#### **IN CONCLUSION:**

- The next meeting of the Saline County Safety Committee will be held on Wednesday, August 21, 2019 at 8:30 a.m. in the Courthouse Conference Room.
- There being no further business, the meeting was adjourned at 9:45 a.m.

Respectfully submitted,  
Tim McDermott – Step-Secretary