

Safety Committee Meeting Minutes

Wednesday August 18, 2021

Meeting was called to order at 8:33 a.m. by Chairperson Marvin Kohout.

Present: Russ Kalkwarf, Sharon Jelinek, Kara Burda, Deb Spanyers, Dan Johnson, Marvin Kohout, Jenny Hermsmeier.

Absent: Bruce Filipi, Lyle Weber, Rick Korbelik, John McKee, Becky Vales

- In recognition of a quorum, Kohout informed those present of the Open Meetings Law.
- Spanyers moved to approve the agenda, seconded by Kalkwarf. Voting aye: all, nays: none, motion carried.
- Members present during the Safety Committee meeting, having received, reviewed and heard the minutes of the May 5, 2021 Safety Committee meeting, Kalkwarf motioned to approve them as presented. The motion was seconded by Spanyers. Voting aye: all, nays: none, motion carried

Old Business:

Wellness Committee updates/Projects/reorganization. Brandi was not present so Marv filled us in a bit about the new employee newsletter and the current 100 day/100 miles challenge. Russ Kalkwarf asked if we had a pictorial staff directory for security station and others. Discussed getting pictures of current employees from John McKee and then the Clerk's office would possibly provide new and updated information as employees come and go.

Quarterly jail inspections are on hold due to Covid. Public Health Solutions must have less cases in all 5 counties before they will do inspections.

Fire & Tornado Safety Update- John was not present, on hold till next meeting.

Dan is looking into Batteries for the AED units. He checked on all Six units and Five of them need new batteries/pads for Adults by the end of the year. They are around \$200.00 per unit to replace. There was a motion to replace the outdated units by Hermsmeier, seconded by Jelinek. Voting aye: all, nays: none, motion carried.

Marv will discuss with Bruce to see if there is a need for AED units in the Roads Department vehicles. Russ informed us they are temperature sensitive so they would need to come into the house/building each night.

New Business

NIRMA I – PROPERTY and LIABILITY CLAIMS: (As summarized by Kohout...)

On May 24th an employee was backing up in a county pickup and backed into a Buick Enclave parked to his left rear. Discussion was be aware of your surroundings

NIRMA II - WORKERS COMPENSATION CLAIMS: (As summarized by Kohout...)

The Committee reviewed and discussed four (4) WC claims having been reported during the last quarters:

On July 14th two jail staff members were injured during an altercation with an inmate.

COMMITTEE REVIEW FINDINGS: Sometimes this is just part of the job. They have training and due to the environment, there are times when you just can't prevent it.

On August 3rd A roads employee was exiting an excavator and stepped down hurting his knee.

COMMITTEE REVIEW FINDINGS: Three points of contact at all times.

On August 3rd jail staff and two officers were attempting to break up a fight between inmates.

One inmate forced himself down some stairs and the staffer fell down the stairs. **COMMITTEE REVIEW FINDINGS:** Be aware of your surroundings and again just the nature of the job at times.

Additional water container filling stations at the courthouse will be added to the 1st and 3rd floors.

Dan reported the tuck point is going well. They will need to turn the power off for one section at the old jail as it is close to electrical lines. He is working with the City on this. We may be without air conditioning for a day unless he can get them to work on a weekend. He is hoping they will be done in the next month or two.

Training:

CPR/First Aid/AED expired for several employees. Dates were discussed and Marv is going to check to see if October 5th and 6th will work for the CPR/AED only at this time. We will plan on doing First Aid in the Spring.

2022 Training discussion (The Importance of Cyber Security) is at the top of the list. We're just waiting on things to open back up.

Discussion on adding the Wellness Coordinator to the Safety Committee. Johnson Motioned to Approve Brandi Klaassen as an additional member, Kalkwarf seconded the motion. Voting Aye: all, nays: none, motion carried.

Thoughts/discussion on Directive Health Measures for Saline County. It was discussed to just change the wording in the handbook to comply with CDC recommendations. We have been following last years guidance. More discussion to follow at the next meeting.

IN CONCLUSION:

- The next meeting of the Saline County Safety Committee will be held on Wednesday, November 3rd, 2021 at 8:30 a.m. in the Courthouse Assembly Room, or Conference Room if the Pandemic situation provides.
- There being no further business, the meeting was adjourned at 9:34 a.m.

Jennifer Hermsmeier, Secretary