

Safety Committee Meeting Minutes

Wednesday February 9, 2022

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

Present: Russ Kalkwarf, Dan Johnson, Kara Burda, Becky Vales, Deb Spanyers, Sharon Jelinek, Brandi Kelly, Jennifer Hermsmeier, Marvin Kohout, Rick Korbelik & Bruce Filipi

Absent: Lyle Weber, John McKee & Brandi Klaassen.

- In recognition of a quorum, Kohout informed those present of the Open Meetings Act.
- Filipi moved to approve the agenda, seconded by Jelinek. Voting aye: all, nays: none, motion carried.
- Members present during the Safety Committee meeting, having received, reviewed and heard the minutes of the November 4, 2021 Safety Committee meeting, Vales motioned to approve them as presented. Hermsmeier seconded the motion. Voting aye: all, nays: none, motion carried

Old Business:

Wellness Committee new year, new program. Points will be based on 6 per quarter or 24 per year. Health fair will be coming up in two weeks.

Quarterly jail inspections are still on hold due to Covid.

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

Dan has purchased batteries for the Adult AED systems. Pediatric will expire next year. He also reported that the company that checks fire extinguishers would be visiting soon. They also check the First Aid kits and he will schedule with them to update supplies as needed.

Bruce reported that the grant for AED's in all of the shops was denied. All funds were used before they got to us. We discussed possibly using ARPA money to purchase them.

John McKee in Emergency Management is working on the pictorial staff directory. Unknown where we are in the process. I know the Clerk's office was waiting on one more employees' picture but we do not know when it was submitted to John.

Dan reported on the tuck-pointing project. It is 99% done we just have a few stones that needed repaired/rebuilt and when weather permits, they will be back out to install them.

Telephones are still on backorder, unknown status. We discussed what to do if phones and internet are down who alerts who. Will look into this more and put out a message in the March monthly newsletter to employees.

New Business

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

November 20, 2021 Deer collision with patrol unit. As discussed, that was probably around harvest time and deer season just be aware.

On December 15 there was a windstorm causing damage to towers. This is an act of God we cannot control Mother Nature.

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

The Committee reviewed and discussed one (1) WC claims having been reported during the last quarter:

On November 24, Crew was installing a culvert; the excavator was shifting the culvert into position when the culvert rolled hitting an employee in the leg

COMMITTEE REVIEW FINDINGS: It was discussed with employees that when the excavator is placing the culvert to get out of the ditch away from the area.

Training:

Spring Training dates for first aid classes and AED/CPR for those that could not attend the fall training will be set up in March of 2022. Filipi reported having two people who would need to attend. Chad Engel will be instructing these classes and we may have to move to a Tuesday/Thursday.

2022 training discussion on cybersecurity was discussed. There is a company from Texas that will do a half-day training. Once covid is better and they can travel again, we will schedule them, hopefully this fall.

The new personnel handbooks should be close to finished. The first draft will go to elected and appointed officials for review soon.

Construction projects ongoing: the retaining wall on the east end of the parking lot. There is currently discussion on water lines and storage areas in the old jail/workout area as to what to do with B.J.'s old Emergency Management area.

Kelly reported a security meeting on Monday the 14 with Electronic Contractors. They will discuss door locks. Sound in the second floor hallway may also be discussed.

It was decided that due to some conflict meetings would move back to Tuesdays.

IN CONCLUSION:

- The next meeting of the Saline County Safety Committee will be held on Tuesday May 3rd, 2022 at 8:30 a.m. in the Courthouse Assembly Room.
- There being no further business, the meeting was adjourned at 9:30 a.m.

Jennifer Hermsmeier, Secretary