

Safety Committee Meeting Minutes

Tuesday August 9, 2022

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

Present: Deb Spanyers, Sharon Jelinek, Brandi Kelly, John McKee, Rick Korbek, Dan Johnson, Lyle Weber, Marvin Kohout, Jennifer Hermsmeier

Absent: Russ Kalkwarf, Brandi Klaassen, Kara Burda, Bruce Filipi, Becky Vales.

- In recognition of a quorum, Kohout informed those present of the Open Meetings Act.
- Spanyers 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 May 3, 2022 Safety Committee meeting, Hermsmeier made motion to approve the minutes as presented. Korbek seconded the motion. Voting aye: all, nays: none, motion carried.

Old Business:

Wellness Committee packets should have all been distributed. Gift cards have been delivered. Hoping to have a wellness meeting in August.

Quarterly jail inspections are still on hold due to Covid.

Fire & Tornado Safety Update- John is working on updated plans, he will discuss entry ideas with Sheriff Department. Dan has been unlocking basement door when we are in a tornado watch. Not all employees have access to the basement, as it is a secure area.

Courthouse/old jail projects-They are in the process of cleaning out the old jail. Dan has been given the go ahead to get new windows. They will need to replace plumbing fixtures and water pipes within the building. They are hoping to put more office space and bathrooms on the first floor. A.C. units have been ordered to replace the older and non-working units in the courthouse.

Telephones have been delivered and installed. Many people are confused on how to use them, as they require more steps to transfer a call or page. Jenny will look into seeing if we have some instructions or can get training.

2022 training/cybersecurity/Soarin Group - This fall Marvin hopes to get a training on Cybersecurity. Tom with Soarin Group stated it should take 1-2 hours.

Other old business: John McKee in Emergency Management has completed the pictorial staff directory. However, they are having issues with the older photos (not in jpeg form) and they may need to get updated pictures for the book. It was also discussed getting updated security cards with the picture and county information on the access card, a two in one. They would be good for four years. When an employee quits they surrender their card and a new employee will

have to get a new ID card with security access. In the past we have used the access card for the next employee in that position, letting law enforcement know to just change the name on the access card. This is not ideal for the sheriff's department.

Acoustics in the second floor hallway is being looked into. Apparently, other counties are stating the same problem. Jerry at Berggren has an employee who deals with these specifically and is looking into options for several counties at this time.

New Business

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

April 8, 2022 a person was driving on Hwy 76D, gravel blew out of the County truck due to very high winds and damaged a vehicle. We did not have much information to go off of. So we discussed not following so close and possibly tarping the truck. A road employee was present and stated that they usually do not overfill the trucks for this purpose.

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

A Sheriff Deputy was placing a subject into custody and his dirt bike started to fall. The deputy grabbed the bike and hurt his shoulder. As discussed, ask the subject to get off the bike and secure it before attempting to put him in custody. Again situational awareness or just let the bike fall.

Training: It was requested to have active shooter training and de-escalation training.

Handicapped Accessible buttons at the front entryway. Marv talked to Cheever who contacted the sub-contractor. They are embarrassed this was an oversight and will be looking into what can be done to remedy the situation.

Faulty Cornice on new part of courthouse- Dan let us know that there is a corner of the building that is flaking off. It is one of the new, reconstructed stones. He has contacted Berggren.

IN CONCLUSION:

- The next meeting of the Saline County Safety Committee will be held on Tuesday, November 29, 2022 at 8:30 a.m. in the Courthouse Assembly Room.
- There being no further business, the meeting was adjourned at 9:50 a.m.

Jennifer Hermsmeier, Secretary