

## Safety Committee Meeting Minutes

Wednesday February 8, 2023

Chairperson Marvin Kohout called meeting to order at 8:38 a.m.

**Present:** Deb Spanyers, Brandi Kelly, Rick Korbelik, Marvin Kohout, Becky Vales, Bruce Filipi, Jennifer Hermsmeier, Dan Johnson.

**Absent:** Lyle Weber, Kara Burda, Sharon Jelinek, Russ Kalkwarf, John McKee

- In recognition of a quorum, Kohout informed those present of the Open Meetings Act.
- Filipi moved to approve the agenda, seconded by Korbelik. Voting aye: all, nays: none, motion carried.
- Members present during the Safety Committee meeting, having received, reviewed and heard the minutes of the November 29, 2022 Safety Committee meeting, Hermsmeier made motion to approve the minutes as presented. Vales seconded the motion. Voting aye: all, nays: none, motion carried.

Old Business:

Wellness Committee is looking for an employee/coordinator. *Health fair is coming up, be sure to sign up.*

Quarterly jail inspections will be held in the next month. Nirma may be able to do a courthouse inspection as they usually do the shop buildings for Bruce.

Fire & Tornado Safety Update- John is working on updated plans. He is on board with utilizing the basement. *Tabled-He was not present to discuss.*

Handicapped accessible buttons at the front entry/exit-we are in discussion with Berggren Architects to get this corrected. *Have emailed-no response.*

Faulty Cornice on new part of courthouse- we are in discussion with Berggren Architects to get this corrected. The area near the roof is flaking off. *Berggren has been contacted, no response. Not a safety issue at this time.*

Courthouse/old jail projects-. *A.C./heater units should arrive this spring.*

Telephone update- *No other questions or concerns at this time.*

Acoustics on second floor hallway and others-Berggren Architects is to send someone out to observe/investigate and let us know what the solution is. *No reply- may go look for other contact options. This is not necessarily an "old building" problem.*

Spring Training on First Amendment Rights. Rob Keith presented at the NIRMA convention and is willing to come to Saline County. We are tentatively looking at a 10:00 to 11:30 and 1:30-3:00 training possibly on a Wednesday this spring. Marvin has contacted Rob to see if dates March 29, April 5 or 12, 2023 would work.

Other old business- John will be contacting offices about ID cards that are expiring at the beginning of the New Year. *Some have been delivered but not all of them.*

Dan will replace the pediatric AED units, battery and pads, in all of the units that are expiring soon.

#### New Business

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

Train/Vehicle accident on June 21, 2022 but not reported until 10/5/2022. Bruce reported that from Sheriff's pictures and personal inspection, the signs were posted and roadway was in normal condition. No action taken.

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

Employee slipped on ice in Walmart parking lot heading into store to buy items for employee appreciation dinner. Employee is ok. It was reported to Walmart as well. Did not happen on County Property. No action taken. Just discussed being aware of your surroundings.

Training: 2023 topics cybersecurity with Soarin Group. John said that Jefferson County is doing an online training and he would get us the details. *John was not present but we believe we will have Soarin do a fall training. It has also been requested to have an active shooter drill. Russ will look into this.*

Also relating to training we were asked why employees are not scanned at the security station. Russ was not present for the meeting but said he would have no problem doing this. Tabled until next meeting.

In talking about the acoustics on the second floor, it was asked if we could install signage for the offices/bathroom in the second floor hallway to be visible from the elevator and stairway. We have many people walking around looking for offices because at this time it is only printed on the doors or on the wall next to the door. This may help with acoustics but we need to be mindful of the cameras as well.

With the wildfires that recently happened it was asked why an alert was not sent out on the county Everbridge Alerts. John was not present to discuss-tabled.

#### IN CONCLUSION:

- The next meeting of the Saline County Safety Committee will be held on Wednesday May 17, 2023 at 8:30 a.m. in the Courthouse Assembly Room.
- There being no further business, the meeting was adjourned at 10:00 a.m.

Jennifer Hermsmeier, Secretary