

Safety Committee Regular Meeting
November 5, 2014

Meeting called to order at 8:20 a.m.

Present: Tim McDermott, Russ Kalkwarf, Debbie Spanyers, Phyllis Niebuhr, Kara Burda, Becky Vales, B.J. Fictum, Dan Johnson, Marv Kohout and Daryl Fikar. Brandi Kelly arrived at 8:23, Bruce Filipi arrived at 8:30.

Kohout reminded those present of the open meetings law posted at the back of the room.

Spanyers moved to approve the agenda, seconded by Fictum. Voting aye: all, nays: none, motion carried.

Fikar read the minutes of the August 20, 2014 regular meeting. Burda moved to approve the minutes, seconded by Kalkwarf. Voting aye: all, nays: none, motion carried.

OLD BUSINESS:

Wellness Committee updates/projects:

Kohout informed the Committee that the Safety Committee and the Wellness Committee now have separate budgets. The Safety Committee budget is \$8,000 and the Wellness Committee budget is \$39,000 for 2014-2015. He also noted that Kerry Hagemeyer is no longer an employee of Saline County, but she is under a 3 month, renewable contract to be co-coordinator with Sharon Jelinek for the Wellness Committee.

McDermott updated the Committee on the possible purchase of a vending machine for the courthouse. The machine that the Wellness Committee is looking at is a hybrid machine, with one half of the machine for refrigerated items, with the other half for snacks. The machine is available through Global Vending, with the snack items being purchased at sources such as Sam's Club. It would be serviced by members of the Wellness Committee, with assistance from Dan Johnson. Ryan Rezac of LinPepCo informed McDermott that they would remove their machines from the courthouse and still service the machine at the Sheriff's Office. Kalkwarf will visit with Sheriff Moore to see if there would be interest for a county owned vending machine at the Sheriff's Office.

NEW BUSINESS:

Cleaning Chemical Use/Storage:

Johnson states that the cleaning chemicals that his department uses are generally kept out of sight, but not under lock and key. The chemicals that are used are not too harsh, but there is no place to keep them secured. He is hoping that this situation can be fixed with the courthouse addition.

Fire Drill Results:

Johnson reported that there was no response from the Wilber Fire Dept., so there were no sirens, and that he had difficulty with the fire alarm in the building. He also noted that the only handicap exit from the building is at the west door, so anyone that could

not negotiate stairs had to exit through the "smoke". He suggested that the courthouse addition could address this.

Office communication and accountability were discussed, with McDermott offering the idea of a clipboard behind each office door with employee information. The board could be taken as the employees exit the office during an emergency. Kelly reports that she keeps a record of each employee's specific condition/needs.

Fictum questioned whether the problem with the 911 call during the fire drill had been addressed. Fikar said that he was unaware of any problem, but would check on it.

Fictum speculated that we may have 2 or 3 fire drills per year, along with one tornado drill in the spring. This will allow employees a chance to learn and remember what to do in case of an emergency.

ASSIST Grant Update:

The Wellness Committee has applied for ASSIST grants from NIRMA to help pay for the employee health fair coming up early next year, as well as a grant to defray the expense of WorkWell dues.

The Roads Department has submitted applications for safety gear for their employees as well as signage.

Fictum informed the Committee that the grant has gone through for an AED for the Aging Services building. Fikar questioned whether there are any other locations that an AED could be placed, such as the Probation Office. Fictum will check on that. Kalkwarf suggested that one could be placed near the ball fields at the Legion Park.

Courthouse Addition:

McDermott gave an update on the Courthouse addition by stating the the posters that are hung in the building are now obsolete, but the most recent plans are online at: www.salinecountycourthouse.info.

Fall training:

Fall training will take place on November 19, 2014 during two sessions (9:00 to 12:00 and 1:00 to 4:00) and will consist of three classes: Meth Lab/Hazardous Material Training, Premises Liability: An Accident Waiting to Happen, and De-Escalation in the Midst of Today's Volatile Society. Fictum has distributed the sign-up sheets for the classes. Discussion followed about how to handle the conflict between the training and County Government Day, which is the same day.

There being no further business, the meeting was adjourned at 9:19 a.m.

The next meeting of the Saline County Safety Committee will be Wednesday, February 11, 2015 at 8:15 a.m. in the courthouse assembly room.

Respectfully submitted,
Daryl Fikar, Secretary