

Safety Committee Regular Meeting
November 30, 2016

Meeting called to order at 8:34 a.m. by Marvin Kohout

Present: Marvin Kohout, Lyle Weber, Sharon Jelinek, Tammie Korbelik, Tim McDermott, Dan Johnson, John McKee, Kara Burda, Debbie Spanyers, Rich Zimmerman and Bruce Filipi arrived at 9:10 am.

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

McKee moved to approve the Agenda, seconded by Jelinek. Voting aye: all, nays: none, motion carried.

T.Korbelik read the minutes of the August 17, 2016 regular meeting. McDermott moved to approve the minutes, seconded by Weber. Voting aye: all, nays: none, motion carried.

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott mentioned that they have finalized the Wellness Program for 2017, bylaws were presented and quorum is in place. He also reported that there will be two changes for 2017.

- 1) They will be implementing a new alternative point system.
- 2) The new employees will be prorated.

The Health Fair will be February 7th & 8th, 2017.

COURTHOUSE UPDATES:

McDermott touched base on the phone system, they will all be Voip phone system, there will be plenty of data connections available and it is called Allworx from Windstream.

The stone and mortar are coming along quite well. The windows will be going in soon and the new windows are coming in from Chicago. Dan has been doing a great job keeping everything cleaned up and keeping up with the shredding.

NIRMA AED/CPR TRAINING

Kohout reported that the training went well and we had a good turnout.

POSTING MINUTES

McDermott contacted MIPS on posting the minutes on the Saline County Website. The minutes will be posted on the website and sent to each office for posting.

NIRMA GRANT REQUEST

Kohout and McDermott reported on the NIRMA Grant Funds. A Grant was sent in for the Health Fair and the Security System. Korbelik sent in a Grant for a Varidesk. Filipi sent in a couple of Grants for the Roads Department.

NEW BUSINESS:

WELLNESS 2017:

The Committee discussed ideas on what kind of training we could have for the New Year. Some ideas were possibly a nutritionist or a dietician and a fire extinguisher refresher course.

FIREDRILL:

McKee and Johnson discussed how the County is due for a fire drill. We need to have a designated meeting point that everyone is aware of. We also need to designate employees who would be interested in having certain responsibilities for the fire drills. Possibly putting something in the handbook, so that the employees are aware of who the fire drill members are. We are looking to have a drill on a Wednesday December 21, 2016, between 1:30-2:30 pm. We also discussed having a safety procedure policy put in place for fire drills, active shooter, tornados and bomb threats. We need to know the exits, meeting places, who to contact, get others involved, possibly the neighborhood and warn the construction workers.

WORKERS COMP CLAIMS: KOHOUT REPORTED-

There were three new Liability Claims for the 3rd quarter of 2016.

#1: On May 20, 2016, and was reported on August 16, 2016, there was a lightning strike in Swanton, which blew out some cables in the tower. Preventive action-was an act of nature. It was grounded and hooked up properly.

#2: On July 1, 2016, a cruiser hit the median when it swerved to miss a deer. Preventive action-be aware of your surroundings.

#3: On August 9, 2016, a tire from another vehicle came off and struck a cruiser. He did take action and he was aware. Preventive action-take evasive action.

There was one new Workers Compensation Claims for the 2nd quarter of 2016.

#1: On August 10, 2016, an employee hurt his shoulder during defensive training class. There are no preventive measures that could have been taken.

COURTHOUSE QUARTERLY/SEMI-ANNUAL AND ANNUAL CHECKS/INSPECTIONS:

McKee and Johnson reported on the inspections. The panic buttons and fire extinguishers need to be checked. There was an inspector here from Health and Human Services last summer to check the batteries and the pads. Johnson and Kalkwarf did do an inspection last spring. It is noted that the extinguishers are checked every year and the 1st aide is checked every three years.

OTHER NEW BUSINESS

Berggren will need to be contacted for new evacuation plans.

Kohout and McDermott suggest that the wellness waiver form should be updated, with the addition of the Wellness Committee as another form of contact to be alerted if a problem arises. T.Korbelik will update the forms.

Spanyers showed some concern on the bathrooms in the courthouse. We have men going into the women's restrooms. She had a sign made in Spanish for the second floor bathroom. The problem does occur on the first floor restroom as well.

There being no further business, the meeting was adjourned at 9:50 am.

The next meeting of the Saline County Safety Committee will be Wednesday February 28, 2017 at 8:30 am.

Respectfully submitted, Tammie Korbelik, Secretary