

Safety Committee Regular Meeting

November 28, 2018

Meeting was called to order at 8:37 a.m. by Marvin Kohout.

Present: Marvin Kohout, Lyle Weber, Tim McDermott, Tammie Korbelik, Bruce Filipi, John McKee, Russ Kalkwarf, Rick Korbelik, Kara Burda, Sharon Jelinek and Dan Johnson

Kohout informed those present of the open meetings law posted on the wall in the conference room.

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

T. Korbelik read the minutes of the August 22, 2018 regular meeting.

R. Korbelik moved to approve the minutes, seconded by Filipi. Voting aye: all, nays: none, motion carried.

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott reported that he has submitted the 2019 Wellness packet to the Board and it was approved. There are a few changes for the new year. The tobacco free points and the yearly earned points have both been updated. There are also some additional opportunities and rewards to earn extra points in 2019.

COURTHOUSE UPDATES:

McDermott also reported that the new doors are all installed and the old doors are being hauled out. The signs are not here yet and we are having scheduling conflicts. The elevator has been locked so the customers are not going places they shouldn't be. The outdoor lights are here but we are having scheduling conflicts to have them installed. The alarms are activated on the east and west doors at the south end of the courthouse. The alarm is also activated on the key pad at the main entrance for after hours.

NEW BUSINESS:

WORKERS COMP CLAIMS: KOHOUT REPORTED:

There were no claims to report.

NIRMA CLAIMS: KOHOUT REPORTED:

We reviewed three claims for the third quarter of 2018:

#1: On July 9, 2018, there was a vehicle who ran into the back of a motor grader. They claim there was a cloud of dust and they could not see. The motor grader followed all necessary precautions with lights, signs and flags. Precautions-make sure everything is in working order before you start your job.

#2: On July 12, 2018, Deputy hit a piece of metal, that was sticking out of the ground, with patrol car. Precautions-be aware of your surroundings.

#3: On August 17, 2018, two individuals cut a lock to gain access to the enclosed area around a tower site. Once inside, they attempted to steal a copper plate by cutting the ground wires from the tower and the equipment. Our security cameras caught the two individuals. Precautions were taken with security cameras and locks.

NIRMA FALL TRAINING:

Kohout reported that the Fall Training with Chad went very well. It was interesting, entertaining and very life like. Everyone seemed to enjoy this training. We had 63 employees who participated. McDermott moved to approve the \$945.00 billing for the training, seconded by Johnson. Voting aye: all, nays: none, motion carried.

McDermott showed some concern for public access to First Aid Kits. Filipi will contact Leslie from General Fire to come for a visit. We will then get some ideas on what will be needed for the kits and how many.

Johnson reported that we have all of the AED centrally located on each floor in the Courthouse and in the extension and the old jail. Johnson will contact Aging Services to see if they have one located in their building. If they do not, he will see about getting one purchased for them. Filipi would like to put in for an Assist Grant next year to purchase an AED for each one of his shops.

FIREDRILL:

Once the signs are all posted we will set a date for a fire drill. We are looking at setting a date in the Spring of 2019.

OPENHOUSE:

We will schedule an open house in the Spring when all of the signs are posted.

SPRING TRAINING:

Some ideas for the Spring Training are Fire Extinguisher Training or Defensive Driving Training.

HANDBOOK:

T. Korbelik sent out a draft of the Safety Manual to all of the Safety Members. There were no changes to the updated copy. Burda moved to approve the Safety Manual, seconded by T. Korbelik. Voting aye: all, nays: none, motion carried.

OTHER NEW BUSINESS:

Kohout thanked Johnson for getting gravel and salt out for foot traffic.

The next meeting of the Saline County Safety Committee will be on Wednesday February 13, 2019 at 8:30 a.m. in the Courthouse Conference Room.

There being no further business, the meeting was adjourned at 9:34 a.m.

Respectfully submitted, Tammie Korbelik, Secretary