

Safety Committee Regular Meeting

November 8, 2017

Meeting was called to order at 8:44 a.m. by Marvin Kohout

Present: Marvin Kohout, Tim McDermott, Tammie Korbelik, Rick Korbelik, Sharon Jelinek, Kara Burda, Becky Vales, Debbie Spanyers, Rich Zimmerman and Steve Sunday at 8:55 a.m.

Kohout informed those present of the open meetings law posted on the back of the door in the assembly room and on the back of the wall in the commissioner's room.

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

T. Korbelik read the minutes of the August 16, 2017 regular meeting.

McDermott moved to approve the minutes, with the correction of "Saline Center" added to the NIRMA claim that happened on May 17, 2017 due to lightening strike, seconded by R. Korbelik. Voting aye: all, nays: none, motion carried.

OLD BUSINESS:

WELLNESS COMMITTEE UPDATES:

McDermott reported that the committee is engineering the 2018 wellness. The draft has been sent to the Wellness members for review. They will then discuss it further at the November 20, 2017 meeting and then send it to the Board of Commissioners for approval. The Bingo challenge is now going on. The committee has checked into a printing company to print the new 2018 wellness booklets.

COURTHOUSE UPDATES:

McDermott talked about how busy the construction workers have been with projects all over the courthouse. New doors have been installed and may need to update some of the cards for access. Zimmerman states that there will be a policy and we will all be working with one another to try to get those policies in place. We will be working with everyone on the screenings and trainings so we can all be on the same page. If anyone has any questions or concerns please talk to the sheriff's office or the Safety Committee. Sunday says he is always in the building and he does safety checks daily.

OTHER OLD BUSINESS:

Kohout states that the safety manual will be put on hold until after the construction is complete. There was discussion on updating the manual and the committee thought it would be a good idea to get the manual emailed to all of the members so that we can start reviewing it for any changes that need to be made. T. Korbelik will get that emailed to all of the committee members.

NEW BUSINESS:

WORKMANS COMP CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the third quarter of 2017:

#1: On September 4, 2017, an employee cut their thumb with a pocket knife, while cutting a tie strap off of a measuring wheel. Preventive action-Use a pair of scissors or a different tool.

NIRMA CLAIMS: KOHOUT REPORTED:

We reviewed one claim for the third quarter of 2017:

#1: On June 29,2017, a claimant alleges that a deputy hit their car. It was reported on July 19,2017.

FIREDRILL:

Kohout announced that a fire drill will be conducted when the construction is complete and will require multiple trainings.

COURTHOUSE/SHOPS/SCLEC INSPECTIONS:

Kohout reported that the shops have not been inspected. The jail inspection is complete for the third quarter.

FALL TRAINING:

Kohout announced that the fall training, Nutrition and Civility in the Workplace, was in September. Some of the employees thought that the nutrition part of the training was very interesting. Kohout says that if there are any recommendations for the spring training please let the Safety Committee know.

NIRMA:

Kohout reported that at the NIRMA Self Defense Course, Saline County received an award for being active on trainings and reporting meetings.

COURTHOUSE SECURITY:

McDermott announced that there will be a meeting November 14, 2017 at 11:30 a.m. A policy will be put in place for the entrance of the courthouse. There will be training to make sure that we are all on the same page.

OTHER NEW BUSINESS:

Burda reported that an attorney got her heel stuck in a hole on the north side of the courthouse. Burda also reported that there have been some lost customers who are ending up in rooms where they do not belong and cannot find their way out. Tim states that some of the buttons in the elevator will be locked so that the community cannot access certain areas. There was further discussion on the public being confused and

there will be signs and a directory posted when the construction is complete. There was also some concern with the elevator being slow. Tim is going to visit with O'Keefe and Cheevers at the November 14, 2017 meeting to see if it is set at the right speed.

The next meeting of the Saline County Safety Committee will be on Wednesday February 7, 2017 at 8:30 a.m. in the assembly room.

There being no further business, the meeting was adjourned at 9:26 a.m.

Respectfully submitted,

Tammie Korbelik, Secretary