

MINUTES SPECIAL SAFETY BOARD

JANUARY 28, 2019

Chairperson Tom Fread called the meeting to order at 4:04 p.m. Other members present included Ron Mergen, Paul Wegner, Renee Eckerly, Jennifer Welling, and Bill Ludwig. Lee Schleper was absent.

Motion was made by Eckerly to approve the minutes of the November 19, 2018 Safety Committee meeting. Seconded by Wegner and unanimously carried.

ELECTION OF OFFICERS

Motion was made by Eckerly to keep the officers the same as last year; Schleper - Chairperson, Fread - Vice Chairperson, and Ludwig - Secretary. Seconded by Wegner and unanimously carried.

MEETING SCHEDULE

Motion was made by Eckerly to set the Safety Board meetings for the 3rd Monday quarterly (January, April, July and October) at 4:00 p.m. Seconded by Welling and unanimously carried.

2019 SAFETY BOARD GOALS

The Board set the following goals:

1. Eliminate work related injuries
2. Work safer and smarter
3. Educate

PUBLIC WORKS DEPARTMENT SAFETY TRAININGS

Training included; December 18, 2019 – defensive driving (plowing) and 3-point contact.

2019 SAFETY TRAINING DAY

The 2019 Safety Training Day will be held on Monday, October 14, 2019 (Columbus Day).

The day was discussed:

- Clinic Health Fair 7:45 to 8:15 a.m. – Renee will check on hearing tests to be included in the health fair or in the afternoon
- SafeAssure - OSHA 8:15 a.m.
- Lunch
- Fire Extinguisher Training
- Review of Emergency Action Plan
- ALICE Training – Tom will work with Renee on this

Motion was made by Fread to close City Hall on Monday, October 14, 2019 (Columbus Day) for annual Safety Training Day and recommend such to the City Council. Seconded by Eckerly and unanimously carried.

SUMMARY OF WORK RELATED INJURIES & ILLNESSES

The Board discussed the recent fall during a climb due to not having 3-point contact. A ladder was then used to do the job.

EMERGENCY ACTION PLAN

Mergen will get together with all employees who were not at Safety Training Day to do their on-line training.

CodeRED was discussed to be used for accountability. The Plan will be discussed and revisions made at the next meeting as it will need to be ready for Safety Training Day. Members are to bring their plan and any changes with them to the meeting.

INFORMATIONAL

A LMC article on How Does Your City Conduct Required Safety Trainings was distributed.

The new 300 Log needs to be posted by February 1, 2019.

There being no further business the meeting was adjourned at 4:52 p.m.