

SAFETY MEETING MINUTES

August 27, 2009

Present: Cherry Kilby, Emergency Services Administrative Assistant
Brad Gates, Risk Management Specialist
Josh Mitchell, Public Administration/ Solid Waste Director

Absent: Sandra Gregory, Human Resources Director
Billie Walker, PHN Supervisor

Guests: Jason Williams, Pete Bunn, Mark Sharp

MINUTES: Minutes of July meeting were approved as provided.

ACCIDENT REVIEW UPDATE: Mr. Gates explained the Ms. Gregory had a conflicting appointment, and was unable to attend this meeting. This item was tabled, due to Ms. Gregory's absence.

EMERGENCY ACTION PLAN: Ms. Kilby reported the EAP flipcharts were remain on hold due to current unavailability of binding equipment

DEPARTMENTAL GOALS: Mr. Gates reported on behalf of Ms. Gregory. The intention of the committee as far as goals was published in the most recent Wellness Newsletter. Ms. Gregory will be making a report on the departments successes in October Wellness Newsletter, to coincide with the beginning of the new quarter.

SAFETY INSPECTIONS UPDATE: Mr. Gates reported that the committee had performed the Annual Safety Inspections on DSS, EMS Station 1, Jaycee Park, and East Park. Mr. Gates noted the Committee was very pleased with the DDS inspection and subsequent Fire Drill. The inspection of EMS Station 1 unearthed many electrical concerns, and prompted action by the committee to seek immediate repair. The repairs are currently ongoing. Jaycee Park and East Park had the typical vandalism issues, and issues with cleanliness. Some electrical wiring at Jaycee Park is to be removed due to lack of need and very poor condition.

POLICY UPDATE: Mr. Gates will distribute the Hazardous Communications Policy to the committee for review before the September meeting.

TRAINING UPDATE: Per Mr. Gates, the next scheduled training is First Aid and Bloodborne Pathogen recertification training on September 10th, at CVCC Alexander. Mr. Gates is still working with Mark Earle -Assistant Fire Marshal, to reschedule the in-car portion of the Sheriff's Department Defensive Driver training.

WORKER'S COMPENSATION: Tabled in the absence of Ms. Gregory.

OTHER: Mr. Gates will be meeting with Pete Bunn to discuss the correction progress from the recent annual inspections.

Meeting was adjourned at 9:28 a.m.

The next meeting is scheduled for Sept. 24, 2009 at 9:00am in the Administration Conference room.