

MINUTES
WORKPLACE SAFETY COMMITTEE
Wednesday, June 6, 2018
8:15 AM
THIRD FLOOR COMMITTEE ROOM, CITY HALL

Ken Kozak called the meeting to order at 8:15 AM.

Members Present: Ross Blaha, Kris Klein, Brian Kohlmeier, Ken Kozak, James McDonald, Sally Schmidt, Scott Schneider and Josh Ring, Safety Coordinator

Members Absent: Scott Ahl, Kevin Boehm, Lee Bruechert, Dave Buss, Dave Casebeer, Joe Collins, Jeff Dawson, and Jared Rohrer

Motion made by Brian and seconded by Ross, to accept the May 2, 2018 minutes. Motion carried.

Old Business:

- MSDS audit will take place this month. All departments will be receiving a list to review from Josh.

Incident/Near Miss Reporting:

- There were not any near miss reports this month.
- There were 6 incident reports:
 - 1 PWD (debris in eye)
 - 1 FD (Back -Strain/Sprain)
 - 1 LIBRARY (First Aid/Modified Duty – Knee)
 - 3 PD (Ringing in ears)

Inspection Reporting:

- Building Inspection at the Cemetery was done in May. There were no safety concerns found.

New Business:

- NONE

Monthly Safety Theme: Office Safety

Training:

- June 14, 2018 - Sign-Up Sheet – Fork Lift Training – 8:00am – Electric Substation
- June 14, 2018 – Seasonal Employee Training – 12:30pm – Water & Light
- July 25, 2018 – Office Personnel – Safety Awareness for Office/Admin. Personnel - 8:15am & 12:30pm - Chambers

Motion made by Scott and seconded by Brian to adjourn. Motion carried.

Meeting adjourned at 9:00 AM.

Respectfully submitted,
Ken Kozak