

MINUTES
WORKPLACE SAFETY COMMITTEE
Wednesday, October 3, 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, Kevin Boehm, Lee Bruechert, Dave Casebeer, Jeff Dawson, Kris Klein, Brian Kohlmeier, Ken Kozak, Sally Schmidt, Scott Schneider and Josh Ring, Safety Coordinator

Members Absent: Scott Ahl, Dave Buss, Joe Collins, James McDonald and Jared Rohrer

Motion made by Jeff and seconded by Scott S., to accept the September 5, 2018 minutes. Motion carried.

Old Business:

- Update on Mutual Aid/EDC

Incident/Near Miss Reporting:

- There were 0 near miss reports this month.
- There were 6 incident reports:
 - 2 FD
 - 1 PD
 - 2 PWD
 - 1 SR CNTR

Inspection Reporting:

- There was one inspection done in September with the Electric Dept. All good, no concerns.
- There was a fire drill held at City Hall in September.

New Business:

No new business.

Monthly Safety Theme: Emergency Action Plan / Fire Extinguisher

Training:

- Oct. 22, 2018 – Emergency Action Plan/Fire Extinguisher – **ALL EMPLOYEES** – 7:15 am & 9:15 am @ CH Chambers and 12:30 pm @ Water & Light Break Room
- Nov. 20, 2018 – Hazard Recognition, Evaluation & Control – **ALL EMPLOYEES** – 7:15 am & 9:15 am @ CH Chambers and 12:30 pm @ Water & Light Break Room

Next meeting scheduled for Wednesday, November 7, 2018 @ 8:15 a.m.

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

Meeting adjourned at 8:48 AM.

Respectfully submitted,
Ken Kozak