

MINUTES
WORKPLACE SAFETY COMMITTEE
Thursday, March 14, 2019
8:15 AM
THIRD FLOOR COMMITTEE ROOM, CITY HALL

Ken Kozak called the meeting to order at 8:20 AM.

Members Present: Ross Blaha, Dave Casebeer, Ken Kozak, James McDonald, Sally Schmidt

Members Absent: Kevin Boehm, Lee Bruechert, Dave Buss, Joe Collins, Jeff Dawson, Steven Denzien, Brian Kohlmeier, Kris Klein and Jared Rohrer

Motion made by Ross and seconded by Jim, to accept the February 14, 2019 minutes. Motion carried.

Old Business:

- MSDS Audit – Forms are coming in, just waiting on one more. Things have gone smoothly, thanks to everyone for working on this.
- MEUW is in the process of hiring a replacement for Josh Ring. It will probably be another month or two.
- Annual Hearing Testing will be done on Tuesday, April 9, 2019 from 7am-9:30am in the back garage at DPW. Sign-up sheet can be found at S:\COMMON\Safety

Incident/Near Miss Reporting:

- There was 0 near miss reports this month. Continue to encourage your people to use these forms.
- There were 7 incident reports:
 - 1 DPW
 - 1 FD
 - 1 Park & Rec
 - 1 PD
 - 2 Wastewater
 - 1 Water
- Be mindful of slips/trips/falls this time of year!

Inspection Reporting:

- There were no inspections done in February.

New Business:

- Annual Confined Space Refresher is scheduled for: Thursday, May 23rd and Tuesday, September 10, 2019. Ken will send out an appointment to the department heads. Please be sure to let your employees know.

Monthly Safety Theme: Theme on hold until new Safety Trainer is hired.

Training:

- All training is on hold until new Safety Trainer is hired.

Next meeting scheduled for Thursday, April 11, 2019 @ 8:15 a.m.

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

Meeting adjourned at 8:46 AM.

Respectfully submitted,
Ken Kozak