

MINUTES
WORKPLACE SAFETY COMMITTEE
Thursday, September 12, 2019
8:15 AM
THIRD FLOOR COUNCIL CHAMBERS, CITY HALL

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

Members Present: Greg Abresch MEUW Coordinator, Dave Casebeer, Jeff Dawson, Brian Kohlmeier, Ken Kozak, James McDonald, Steve Pagels, Andrew Raatz

Members Absent: Ross Blaha, Kevin Boehm, Dave Buss, Joe Collins, Steven Denzien, Scott Duessing, Kris Klein, Jared Rohrer and Sally Schmidt

Motion made by Jeff and seconded by Brian, to accept the August 8, 2019 minutes. Motion carried.

Old Business:

- Safety Manual - Greg is still in the process of reviewing. At the next meeting there will be a review of any changes made to the first 10 sections.
- Confined Space Refresher is done for 2019. Next year sessions to be provided by MEUW.
- Reminder: Confined Space Rescue – CALL 911

Incident/Near Miss Reporting:

- There was 1 near miss reports this month. **Continue to encourage** your people to use these forms.
- There were 3 incident reports:
 - 1 - PD
 - 1 – Water
 - 1 – Park & Rec

Inspection Reporting:

- Two Field Inspections – DPW & Electric
- One Building Inspection – Community House

New Business:

- Job Briefing Form – Greg will send to the group again and will bring a copy to the next meeting.

Monthly Safety Theme: Fire Safety

Training:

- September 17, 2019 – Blood Borne Pathogens - **ALL EMPLOYEES** – 7:15am & 8:15am @ CH Chambers and 12:30 pm @ Water & Light Break Room
- October 23, 2019 – EAP & Fire Extinguisher – **ALL EMPLOYEES** – 7:15am & 9:15am @ CH Chambers and 12:30pm @ Water & Light Break Room

Next meeting scheduled for Thursday, October 10, 2019 @ 8:15 a.m.

Motion to adjourn made by Greg and seconded by Steve to adjourn. Motion carried.

Meeting adjourned at 8:55 AM.

Respectfully submitted,
Ken Kozak