

Safety Committee Agenda

for

Two Rivers

Thursday, 8:15AM, June 10th, 2021

3rd Floor Council Chambers Room

Agenda items:

1. Open Meeting
 - Attendance (Sally S. / Dee Dee)
 - Approve draft minutes from previous meeting. Motion & Second
2. Old Business
 - Discuss any on-going issues (Brian D.)
Remind employees to use near miss reporting procedures.
 - Status of previous recommendations/approval (Safety Manual) Completed per Patrick
 - Previous month theme – Roadway Safety / Patrick has roadway closure books.
 - Previous trainings – Chainsaw and chipper training.
3. Incident Reporting
 - Incident report (Sally S. / Dee Dee)
 - Near Miss report / Department follow up (Any)
 - Recommendations/Actions/Root cause
4. Inspection Reporting
 - Inspection report (Patrick)
 - Discussion on inspections / concerns
 - Corrective Action
5. New Business
 - Select Vice-Chair for safety committee.
 - Electric Department recently purchased 3 new AED's
 - Committee member concerns / questions
 - Set theme for the month
6. Future Safety Training Events / Sessions
 - June 21st - Summer training for new employees 7:15 Berringer Room
 - June 22nd – Confined Space Training (7:15 / 12:30) Cemetery Dept Garage (Field workers)
 - June 30th – Confined Space Training (7:15) Cemetery Dept Garage (Field workers)
7. Establish next safety committee meeting time and date (07/8/2021 8:15 am - Tentative)
8. Adjourn Meeting