



SAFETY TEAM

Service First > Safety Always!

SAFETY MEETING AGENDA

January 16, 2019

Open the meeting:

Public comment:

Review/ Approval of Minutes: Dec 19th meeting.

OLD BUSINESS –

Action may be taken on Safety awareness items from previous months:

- a. No Dogs in Building Policy – Commission to report status.
- b. Mental Health First Aid training upcoming – Health Dept. to report status.
- c. Hazardous Waste Days – Warren to report status.
- d. Reminder for department heads they are responsible to train new hires for safety in respective areas – Bill to report status of discussion item at DH monthly meeting. Greg to report status on outline.
- e. Middle railing for front step – Greg writing a letter of support for PWD to request funding for this.
- f. Safety Fest idea integration – Greg to report.
- g. Overall Building cleanliness – Cid wants to be sure going into Flu season that we are cleaning the public spaces, handrails, door knobs & latches, etc. things in the common areas of the building. Kelly will check up on this.

2. Goals for 2018 Annual Goals – short updates please

1. Reducing risk of Slips, Trips and Falls. Perhaps shift the video training emphasis to quarterly with a seasonal aspect. Jill to report.
2. Add a different type of evacuation drill such as active threat and we need to polish the communication and evacuation locations. Greg to report status possible drill and the radio training pending.
3. Build more safety awareness in general – Weekly reminders. Jill to report status.
4. Integrate Health aspect of safety. Julie/Emily to give update.

Reports/Updates short updates please

Training: all members

Leavitt Great West: monthly report

Safety reminders in restrooms: - Carol report.

Lessons learned: Jan to report.

Safety Coordinator report:

1. Inspections:
 - a. Assignments/Completions:
2. Fire drill/Evacuation with LFD status: radio/communication training.
3. County Safety webpage subcommittee:

Human Resources report:

1. Accidents:
2. Safety Short: for the day
3. Safety Short report:
4. Emelia's Corner:
5. JSA updates:

NEW BUSINESS – main discussion/action items

Safety Audit on Aug. 30th. new "to do" list.

Regular New business – **as time allows**

1. Safety team members to bring one first hand example of safety acts you saw and one safety issue that needs to be addressed – NEAR MISSES.....
2. Safety financial budget balance – **Martha.**
3. Annual Policy review: Blood Bourne Pathogens

Team Members: update or reports, new issues to the table

Commissioners: update or reports

Next Meeting: February 20th, 2019 in the community room at 9:00am.

Public:

Adjourn:

