

## **SAFETY COMMITTEE MEETING MINUTES**

February 20, 2014

Attendees: Sylvia Turnmire, Christine Ward, Dale Johnson, Mark Earle, Patrick Wike, Ashley Clack, Thomas McDaniels, Leslie Meadows, Michelle Kerley, Scott Snyder, Josh Mitchell.

Introduction & Minutes: Sylvia thanked everyone for coming and asked everyone to introduce themselves. Sylvia welcomed new committee member Mark Earle.

Accidents & Injuries: Several Incidents occurred since the last meeting. Two slip and fall injuries were reported (Health Department and Sherriff's Office), one blood exposure, and one back strain at EMS. Three property and liability incidents were reported with no injuries.

Workers' Compensation: Sylvia gave updates on current workers' comp claims. Janice Sherrill, with Key Risk, gave an update through January 31<sup>st</sup>. Last year there were 29 claims total. Janice also gave detailed information about the frequency and types of claims. Most accidents are vehicle related. Over 50% of accidents are from employees that have over 5 years of service. Janice discussed confined space training and recommended that any confined space work be contracted out. Mark Earle commented that the only department that should have any exposure is the Maintenance Department, and there is a contract in place for those needs.

Safety Inspections: Inspections were completed at Board of Elections, Cooperative Extension/Soil and Water, and the Health Department. There were no major issues during the inspections. Janice Sherrill noted that if space heaters are in use, the cord should not be stretched. Mark Earle noted that space heaters should have an auto turnoff in case of a tip over. Immediately following the meeting there will be inspections at the Dayton Building and Garage. Later in March, the three Convenience Sites will be inspected.

Policy Update: There were no policy updates to discuss at this time.

Training Update: There were three training events, Defensive Driving in December, New Employee Orientation in January, and Fire Extinguisher Training in February.

Other Business: Discussion about Probation/Parole, only responsible for inspecting our portion of the building. There was an unannounced OSHA inspection at EMS Station number one. No fines or violations were issued.

DSS requested a change in emergency codes to be similar to those currently used by Caldwell County.

Code Blue - would indicate a Cardiac/Medical Alert in the named location.

Red File - asking a coworker for the red file would indicate danger, need help, call law enforcement. The committee approved those changes.

With no other business to discuss, the committee adjourned at 9:45am.

Safety Committee Minutes – February 20, 2014