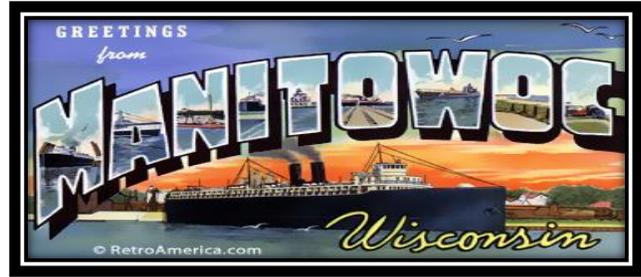


SAFETY STEERING TEAM APRIL MEETING MINUTES

4/16/2015 @ 8:00am



ATTENDEES:

KC Puestow, Stacey Bialek, Rochelle Blindauer, Ben Nolen, Jim Muenzenmeyer, Dave Vorpahl, Gregg Kadow

AGENDA:

1. Recurring Business:
 - a. Inspection and Drill Update
 - b. Safety Nomination Program Update
 - c. Lost Time Injury Program Update
 - d. MSDS Online Program
 - i. EE Training
2. New Business:
 - a. 2015 Goals/Budget
 - i. Safety Flip Chart Next Steps
 - ii. Tips & Tricks
 1. Slip/Tip/Fall
 2. Lifting
 3. Stretching/Bending
 4. Burns
 - b. Open Forum

RECURRING BUSINESS:

- Inspection and Drill Updates-
- Safety Nomination Program-
 - No new recent nominations.
 - Overall feeling is to give program more of a chance to take hold
 - RB suggests that we have one large annual prize as incentive
 - KCP adds that no new nominations may suggest city is now more safety conscience?
 - RB added that city meetings might a good venue to solicit safety ideas
- Lost Time Injury Program Update-
 - FD had 1 lost time injury reported and DPW may have 1 pending.

- MSDS Online Program Next Steps-
 - Currently 444 entries in E-Binder from varying departments: FD, WWT, Parks...
 - GK states that FD will be using college interns to do the data entry

NEW BUSINESS:

- 2015 Goals/Budget-
 - Safety Flip Charts
 - Discussion and decision on categories to set:
 - Active Shooter, Bomb Threat, Fire, HzMat Spill, Power Outage, Weather/Tornado, Elevator Emergency (buildings that apply). & Emergency Contact Info (building specific)
 - JM asks if there are uniform accident forms when public or staff is affected. RB said she would contact City Attorney for example of liability forms.
 - JM adds that certain Safety Criteria will be specialized to unique buildings and procedures
 - Building reps should type up building specific procedures and get those to RB for next meeting.
 - KCP states that the safety flip charts will be for staff use only. Committee agrees.
 - Tips & Tricks
 - JM stated that Aurora would be willing to bring in speakers for free:
 - Ergonomics
 - Back safety. Lifting, core strengthening
 - Suggestions made for a possible Health/Wellness Fair
 - RB suggests a joint effort with the Wellness Committee, adds that next meeting is 4/16 @ 10am.
 - Perhaps a city/county wide effort?
 - JM states that the Senior Center would be a great venue and sessions could be repeated morning and afternoon
 - RB says that consideration must be made whether mandatory/paid or voluntary.
 - SB suggests incentive awards for participation
- Open Forum-
 - JM states that City Council approved funds for upgrading City Hall security improvements.
 - Snow Leopard from City Zoo passed away recently.
- **Next Meeting: May 19, 2015 @ 8am. 2nd floor Conference Room, City Hall**

Name	Department
Darren Laine	WWTF
Dave Vorpahl	PD
Ben Nolen	Transit
Karl Puestow	PD
Stacey Bialek	Library
John Powalisz	Parks
Gene Riley	DPW
Jim Muenzenmeyer	Buildings/Transit
Gregg Kadow	Fire
Rochelle Blindauer	Human Resources
*Bruce Jacobs (Inspection sub-committee team)	PD

Submitted – Stacey Bialek