

Safety Committee

MINUTES



Wednesday, March 19th 2024
8:30 AM, City Hall
Second Floor Conference Room

I. ATTENDANCE

<u>PRESENT:</u>	<u>ABSENT</u>	<u>PRESENT</u>
Assessor's Office	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Building and Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cemetery	<input type="checkbox"/>	<input checked="" type="checkbox"/>
City Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finance Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fleet	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Library	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marketing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Memorial Building – City Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parks and Rec.-City Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Police Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Works Dept./Recycling Center	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sanitation Dept.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Waste Water Treatment Plant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>	<input checked="" type="checkbox"/>
City Administrator	<input type="checkbox"/>	<input checked="" type="checkbox"/>

OTHERS PRESENT:

II. CALL MEETING TO ORDER

The meeting was called to order by Kristi Fairchild at 8:35AM.

III. APPROVAL OF MINUTES

Tina G. made a motion to approve the Safety Committee Minutes from Wednesday, February 19th, 2025. Erik Jankila seconded the motion. Motion carried.

IV. DEPARTMENT ISSUES	<p><u>Assessor's Office</u> – Absent.</p> <p><u>Building & Housing</u> – No issues.</p> <p><u>Cemetery</u> – No issues.</p> <p><u>City Hall</u> – Absent</p> <p><u>Council</u> – No issues.</p> <p><u>Engineering</u> – Absent.</p> <p><u>Finance Department</u> – No issues.</p> <p><u>Fire Department</u> – Finishing up the safety manual.</p> <p><u>Fleet</u> – No issues,</p> <p><u>Marketing</u> – No issues</p> <p><u>Library</u> – No issues.</p> <p><u>Memorial Bldg.</u> – <u>City Services</u> – Absent.</p> <p><u>Parks & Rec</u> – <u>City Services</u> – No issues.</p> <p><u>Police Dept.</u> – Absent.</p> <p><u>Public Works Dept.</u> – Two injuries- one a fall in City Hall and the other a broken finger out at the cemetery.</p> <p><u>Recycling</u> – No issues.</p> <p><u>Sanitation</u> – No issues.</p> <p><u>Waste Water Treatment Plant</u> – Absent.</p> <p><u>Human Resources</u> – Annual safety inspection conducted 2/25/25. Focus on inspection logs and add workplace violence and homeless encampment to annual trainings in April and June. Audiology testing for public works and city services to be done in July. CPR</p>
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	<p>training for needed staff scheduled. General defensive driving for staff who use city vehicles. SDS sheets are available through mobile app and online. Will work on realigning safety committee functions with OSHA requirements. Angela will work with Kristi & Owen to revamp agendas to include injury review and regular department inspections.</p> <p><u>City Administrator</u> – No issues.</p>
V. OTHER MISC.	<p><u>2025 Meeting Dates</u></p> <p>January 2025- No meeting</p> <p>February 19th, 2025</p> <p>March 19th, 2025</p> <p>April 8th, 2025 8-10am or 1-3pm Safety Training @ Memorial Building</p> <p>May 21st, 2025</p> <p>June 18th 8-10am or 1-3pm Safety Training Makeup @ Memorial Building</p> <p>July 2025- No Meeting</p> <p>August 20th, 2025</p> <p>September 17th, 2025</p> <p>October 15th, 2025</p> <p>November 19th, 2025</p> <p>December 17th, 2025</p>
VI. ADJOURNMENT	<p>John Y. made a motion to adjourn until the next proposed Safety Committee Meeting on May 21st, 2025. Angela K. seconded the motion. The motion carried unanimously. Meeting adjourned at 8:50 a.m.</p>

Respectfully Submitted

Jill Reini