



**TWO
RIVERS**
WISCONSIN

SAFETY COMMITTEE MEETING

Thursday, September 08, 2022 at 8:15 AM

Council Chambers - City Hall, 3rd Floor
1717 E. Park Street, Two Rivers, WI 54241

AGENDA

1. OPEN MEETING

- A. Attendance (Sally S./Dee Dee)
- B. Approve draft minutes from previous meeting

2. OLD BUSINESS

- A. Discuss any on-going issues (Brian D.)
- B. Remind employees to use near miss reporting procedures
- C. Current month theme - Back to School Safety
- D. Previous trainings:
Excavation & Trenching Refresher completed 08/15
- E. Authorized Access signs have been created by DPW and disbursed to the proper departments.
- F. Cintas has been notified of canceling services for supplying first aid cabinets. Supplies can now be ordered through the Fire Dept.
- G. Monthly Fire Extinguisher Inspections - Departments should be conducting & documenting their owner monthly inspections.
- H. Additional sharps containers to be put at public facilities - specifically at Neshota Park

3. INCIDENT REPORTING

- A. Incident Report (Sally S./Dee Dee)
- B. Near Miss Report/Department Follow-up
- C. Recommendations/Actions/Root Cause

4. INSPECTION REPORTING

- A. Inspection Report (Patrick)
- B. Discussion on inspections/concerns
- C. Corrective Action

5. NEW BUSINESS

- A. Safe Driving Practices
- B. Set safety theme for October

6. FUTURE SAFETY TRAINING EVENTS/SESSIONS

- A. Confined Space Refresher - Field Staff Only
Monday, September 19th - Behringer Room - 10:00AM - 11:00AM

Stop the Bleed Kit Training
Date/Time/Location to be determined

7. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

- A. Next meeting tentatively scheduled for Thursday, October 13, 2022 at 8:15AM

8. ADJOURNMENT

Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.

It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.