



**TWO
RIVERS**
WISCONSIN

SAFETY COMMITTEE MEETING

Thursday, December 8, 2022 at 8:15 AM

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

MINUTES

1. **CALL TO ORDER** – Brian Dellemann called the meeting to order at 8:15 am.

A. Members Present:

Brian Dellemann, Andrew Sukowaty, Jamie Jackson, Steve Denzien, Matt Heckenlaible, Andrew Raatz, Dave Casebeer, Ryan Menges, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Brian Kohlmeier, Lisa Kuehn, Ben Meinnert, Jeff Dawson, Steve Pagels, Mike Mathis, Jared Rohrer, and Kevin Krizek

2. **REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of November 10, 2022 were accepted. Motion was made by Steve Denzien and seconded by Jamie Jackson. Motion carried.

3. **OLD BUSINESS**

A. Remind employees to use near miss reporting procedures.

B. The Recreation Department received a DNR Forestry Grant. In early spring they will be hosting chainsaw training sessions. Mike Mathis was not present to provide a follow-up.

C. Chad Kakes is in the process of scheduling the Fire Department's walk-through of the Lake Street Campus.

4. **INCIDENT REPORTING**

A. Maintenance – 1 Report Only

B. This incident occurred because of office clutter. It is important to keep our work areas clean to avoid causing injuries and fire hazards.

C. No near misses to report.



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5. INSPECTION REPORTING

- A. No new inspections took place since the last meeting. Nothing will be scheduled until February 2023.

6. NEW BUSINESS

- A. Training sessions to review chemical safety in our utility departments are necessary. Each individual department will have separate training sessions on chemicals used during their operations. Patrick suggested each chemical has its own training session to avoid confusing the different chemicals. These sessions will take place in February, March, and April.
- B. Dave Murack will be the new point of contact for safety concerns for the Fire Department.
- C. If any department would like to request specialized training, please contact Patrick Murphy - MEUW Safety Coordinator.
- D. It was suggested that training from Aurora's Employee Assistance Program (EAP) may be beneficial. Jamie will check into if any upcoming sessions would be worthwhile. EAP has counselors available 24/7 for any employee seeking help.

7. FUTURE SAFETY TRAINING

- A. Stop the Bleed Kit training to be determined. Dave Murack will follow-up with dates.
- B. No other training this is scheduled due to the holidays. 1st Quarter 2023 training sessions will be released when they are available.

8. MONTHLY SAFETY THEME: Slips, Trips, and Falls

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday January 12, 2022 at 8:15 a.m. in the City Council Chambers.



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10. ADJOURNMENT

Motion to adjourn made by Steve Denzien and seconded by Matt Heckenlaible. Motion carried.
Meeting adjourned at 8:45 a.m.

Respectively Submitted,
Brian Dellemann