



**TWO
RIVERS**
WISCONSIN

SAFETY COMMITTEE MEETING

Thursday, July 14, 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, Jeff Dawson, James McDonald, Ben Meinnert, Andrew Raatz, Steven Denzien, Ryan Menges, Scott Duessing, Steve Pagels, Jared Rohrer, Lisa Kuehn, Kevin Krizek, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Brian Kohlmeier, Jamie Jackson, Dave Casebeer, and Mike Mathis

2. **REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of June 9, 2022 were accepted. Motion was made by Steve Pagels and seconded by Ben Meinnert. Motion carried.

3. **OLD BUSINESS**

- A. On-going issues - Patrick reiterated the importance of being aware of not only your own departments safety measures, but also those of other departments and contractors working within the City.
- B. Remind employees of the importance of Near Miss reporting procedures.
- C. Previous month theme - Fireworks Safety
This month's theme to be discussed.
- D. Police Safety Compliance Training for 2nd and 3rd shifts went well.
- E. Any necessary safety training for seasonal help that has not yet been completed should be done as soon as possible.

4. **INCIDENT REPORTING**

- A. Fire Department – 1 Report Only
Police Department – 1 Report Only
- B. No near misses to report.
- C. Both incidents were unavoidable. They were physical hazards associated with the job.

5. INSPECTION REPORTING

- A. No new inspections took place since the last meeting.
- B. Now through September Patrick will be doing sporadic field inspections to observe safety procedures.
- C. DSPS and OSHA are performing spot checks in the area. If one of them shows up in your department please call Patrick immediately.

6. NEW BUSINESS

- A. All departments will be able to order first aid supplies and kits through the Fire Department. DPW can make/provide the signage identifying the location of the kits.
- B. Mr. Johnson from Liberty Mutual will be performing a risk control visit for our auto, property, and workers compensation insurance on August 11th. He will be attending our Safety Meeting on this day and following will be performing building walkthroughs. He will be inspecting City Hall, the Recreation Department, and 1415 Lake Street (all buildings). If you need a detailed listing of the items he will address please contact Dee Dee.
- C. Drug use is widespread throughout the City. Fentanyl is everywhere now and can be dangerous even if only touched. When using public facilities be aware of your surroundings and cautious of needles.
- D. Ways to legally limit public access to designated areas of buildings and premises were discussed. DPW can assist with making/providing "Employee Entrance Only" and "No Trespassing" signs. The statute number and verbiage will be included.
- E. Covid is still very much a concern. The new resurgence is easily spread. Continue precaution.

7. FUTURE SAFETY TRAINING

- A. Excavation & Trenching Refresher (Field Employees Only)
Monday, August 15th at 7:15am and 12:30pm located at the Electric Department's back garage. (One-hour sessions)
- B. Drug Hazard Training (All Employees)
Wednesday, August 11th at 9:15am, 10:30, and 12:30pm in City Counsel Chambers (One-hour sessions)

8. MONTHLY SAFETY THEME: Heat Awareness

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday August 11, 2022 at 9:00 a.m. in the City Council Chambers.
Note different time.

10. ADJOURNMENT

Motion to adjourn made by Ben Meinnert and seconded by Jared Rohrer. Motion carried. Meeting adjourned at 8:55 a.m.

Respectfully Submitted,
Brian Delleman