



**TWO
RIVERS**
WISCONSIN

SAFETY COMMITTEE MEETING

Thursday, August 11, 2022 at 9:00 AM

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

MINUTES

1. **CALL TO ORDER** - Patrick Murphy called the meeting to order at 9:05 am.

A. Members Present:

Jamie Jackson, Jeff Dawson, Ben Meinnert, Andrew Raatz, Steven Denzien, Scott Duessing, Steve Pagels, Mike Mathis, Jared Rohrer, Kevin Krizek, Dave Casebeer, Gina Sampe, Dee Dee Dirkmann, Patrick Murphy – MEUW Safety Coordinator, and Robert Johnson & Derek Madeira – Liberty Mutual Insurance Representatives.

B. Members Absent:

Dave Buss, Brian Kohlmeier, Brian Dellemann, Andrew Sukowaty, James McDonald, Lisa Kuehn, and Ryan Menges

2. **REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of July 14, 2022 were accepted. Motion was made by Jeff Dawson and seconded by Jared Rohrer. Motion carried.

3. **OLD BUSINESS**

A. Remind employees to use near miss reporting procedures.

B. On-going issues - Covid is still very much a concern. The new resurgence is easily spread. Continue precaution.

C. Previous month theme: Heat Awareness & Precautions
This month's theme to be discussed.

D. Drug Hazard Awareness Training went well. About fifty people attended. Detective Klumpyan and Assistant Chief Murack did a very good job of presenting.

E. Drug use is widespread throughout the community. Be cautious and contact police if you encounter any drug paraphernalia so they can properly dispose. Fentanyl is especially dangerous and prevalent in all areas.

4. INCIDENT REPORTING

- A. Dept of Public Works - 1 Report Only
- B. This incident could be avoided by marking stumps and being more aware of your surroundings.
- C. No near misses to report.

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.

6. NEW BUSINESS

- A. There was a meeting beforehand with key personnel regarding signage to legally limit public access to designated areas of building and premises - Especially at the 1415 Lake Street Campus. "Authorized Personnel Only", "No Trespassing", "Employee Only Entrance", and "Keep Out" are all viable options. The state statute number and verbiage will be included. Andrew will follow-up on sign locations and language.

We should also look into limiting the trail use behind the Campus to avoid unauthorized access to the equipment and buildings near there.

- B. Departments can order first aid supplies and kits through the Fire Department. The spreadsheet to order supplies is located in S: Drive/COMMON/Safety/First Aid Ordering-Checklist
- C. We will go forward with the Stop the Bleed Kits including the tourniquet as it is presently. Training sessions will need to be scheduled to demonstrate proper use. Training will be conducted by Fire Dept staff. Kits will be supplied to: Electric, Water, WWTP, DPW, and Parks & Rec. If other departments are interested, they can request a kit. Please get Gina the number of kits your department would like.
- D. Monthly fire extinguisher inspections have become lax with recent staffing changes. Each department should be conducting their own monthly inspections and documenting the inspections.
- E. Sharps Containers at Public Facilities were addressed. Neshota Park needs additional disposal units. Proper disposal of the contents of these units is very costly. Mr Johnson from Liberty Mutual will speak to specialists in this area from Liberty for suggested disposal ideas for the City.

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. Confined Space Refresher (Field Employees Only)
Wednesday September 14th and Monday September 19th at 8:00am to 10:00am located at the Electric Department's back garage.

8. MONTHLY SAFETY THEME: Back to School

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

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

10. ADJOURNMENT

Motion to adjourn made by Ben Meinnert and seconded by Jared Rohrer. Motion carried. Meeting adjourned at 9:35 a.m.