



MINUTES

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

A. Members Present:

Brian Dellemann, Ben Meinnert, Andrew Raatz, Matt Heckenlaible, Jeff Dawson, Andrew Sukowaty, Kassie Paider, Travis Christensen, Dave Murack, Jared Rohrer, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent: Dave Casebeer, Lisa Kuehn, Mike Mathis, Ryan Menges, Amanda Baryenbruch, Gina Sampe, and Kevin Krizek

2. REVIEW AND APPROVAL OF MINUTES

Safety Committee minutes from the meeting of July 11, 2024 were accepted. Motion was made by Ben and seconded by Jeff. Motion carried.

3. OLD BUSINESS

A. Remind employees to use near-miss reporting procedures.

B. The City's Fleet Safety Program was discussed. Each department currently has safety procedures in place. Liberty Insurance would like us to formalize the City's program and establish uniformity among departments. Dee Dee will follow-up with our insurance agent for clarification. A sub-committee was formed to help address their concerns and discussion will continue at the next meeting.

4. INCIDENT REPORTING

A. Incident Reporting:

- Rec Dept – 1 report only
 - 1 medical without restrictions
- Fire Dept – 1 medical without restrictions

B. There were not any near misses to report.

5. INSPECTION REPORTING

No inspections have taken place since our last meeting. Patrick expects to perform some before August 21st.

6. NEW BUSINESS

- A. The Personal Protective Equipment section of the Safety Manual was reviewed. Input was provided and modifications and formatting will be corrected.
- B. Kaukauna is hosting a 3-hour concrete saw training session. It will cover safety and maintenance and include hands-on demonstrations. It was suggested that Two Rivers host a training session. Patrick will gather additional information on hosting a training.

7. FUTURE SAFETY TRAINING

- A. Confined Space Safety Refresher (Field Employees)
Wednesday, August 21st - 7:15am or 9:30am in the Electric Department's back garage
 - o Classroom Section
- B. Confined Space Safety Refresher (Field Employees)
Thursday, September 12th - 9:30am in the Electric Department's back garage
 - o Field Section
- C. CPR Training for Rec Dept employees will be scheduled for early fall.
- D. ALICE Training will be scheduled in the future.

8. MONTHLY SAFETY THEME: "Back to School Safety"

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting is scheduled for Thursday, September 12, 2024 at 8:15 a.m. in the City Council Chambers.

10. ADJOURNMENT

Motion to adjourn was made by Jeff and seconded by Ben. Motion carried. Meeting adjourned at 8:45 a.m.

Submitted,

Brian Dellemann