



MINUTES

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

A. Members Present:

Brian Dellemann, Jamie Jackson, Jeff Dawson, Steve Pagels, Andrew Raatz, Mike Mathis, Kevin Krizek, Steve Denzien, Ryan Menges, Scott Ahl, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Brian Kohlmeier, Lisa Kuehn, Andrew Sukowaty, Ben Meinnert, Scott Duessing, Jared Rohrer, and Dave Casebeer

2. **REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of September 8, 2022 were accepted. Motion was made by Jeff Dawson and seconded by Steve Denzien. Motion carried.

3. **OLD BUSINESS**

A. Remind employees to use near miss reporting procedures.

B. Previous month's theme: Fire Prevention & Halloween Safety
This month's theme to be discussed.

C. The Confined Space Refresher went well. It only consisted of the classroom portion. The practical portion of the refresher will occur in spring. The Fire Department has additional dummies available for use.

D. Continue to practice safe driving both on and off the job.

4. **INCIDENT REPORTING**

A. Library – 1 Report Only
Police Dept – 2 Report Only

B. One of the Police Dept's incidents could have been avoided by increasing the amount of padding and safety clothing. The other could have been avoided by more closely following the positions learned during role-playing training.

C. No near misses to report.

5. INSPECTION REPORTING

- A. No new inspections took place since the last meeting.

6. NEW BUSINESS

- A. Responses to the Workplace Risk Control Audit were discussed.
 - a) Mike will address the fire hazard with the curtains at the Rec Center and provide a follow-up.
 - b) Dee Dee will look further into any information concerning fleet management the auditor believes may be missing and investigate our insurance company's various programs.
 - c) All departments should review the information they have on record for each of their subcontractors and/or vendors. Certificates of Insurance should be on file for each year they perform work. We should also be asking for proof of training. A City-wide checklist may need to be developed.

7. FUTURE SAFETY TRAINING

- A. Annual Safety Training Review (Jeopardy-style) All employees are welcome to attend. Thursday, October 27th at 8:30a.m. and 12:45p.m. in City Council Chambers.
(One-hour sessions)
- B. Cold Weather Preparedness (All employees)
Wednesday, November 2nd at 8:30a.m. and 12:45p.m. in the City Council Chambers.
(One-hour sessions)
- C. Stop the Bleed Kit training to be determined.

- 8. MONTHLY SAFETY THEME:** Holiday Cooking Safety

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday November 10, 2022 at 8:15 a.m. in the City Council Chambers.

10. ADJOURNMENT

Motion to adjourn made by Jeff Dawson and seconded by Steve Denzien. Motion carried. Meeting adjourned at 8:30 a.m.

Respectively Submitted,
Brian Dellemann