



## MINUTES

**1. CALL TO ORDER** – Brian Dellemann called the meeting to order at 8:20 a.m.

A. Members Present:

Brian Dellemann, Andrew Sukowaty, Andrew Raatz, Mike Mathis, Jeff Dawson, Travis Christensen, Steve Pagels, Lisa Kuehn, Kevin Krizek, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Ryan Menges, Dave Casebeer, Amanda Baryenbruch, Matt Heckenlaible, Ben Meinnert, Dave Murack, and Jared Rohrer

**2. REVIEW AND APPROVAL OF MINUTES**

Safety Committee minutes from the meeting of January 17, 2024 were accepted. Motion was made by Jeff and seconded by Steve. Motion carried.

**3. OLD BUSINESS**

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

B. The HAZCOM training that was held on January 29<sup>th</sup> went well and was well attended.

C. The committee discussed the Emergency Action Plan section of the Safety Manual and updates were made based upon members' suggestions. Patrick still needs to add a section explaining the Mitel alert system and Kevin is still working on revised evacuation maps.

D. Ladder inspections were completed on January 18<sup>th</sup> for DPW, Electric, and Water. Those departments that did not participate (Parks & Rec, City Hall, and Wastewater) must schedule an appointment.

E. Madison is conducting a study about the use of green strobe lights on utility vehicles and they may make it mandatory.

**4. INCIDENT REPORTING**

There were not any incidents or near misses to report since the last meeting.

**5. INSPECTION REPORTING**

No inspections have taken place since the last meeting. However, inspections are planned for the end of February and beginning of March.



# SAFETY COMMITTEE MEETING

Thursday, February 8th at 8:15 AM

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

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## 6. NEW BUSINESS

- A. The Blood Borne Pathogen section of the Safety Manual was reviewed. Everything related to its contents was accurate and accepted.
- B. There was discussion regarding a recent incident involving Manitowoc County trimming trees near high voltage utility lines. This had the potential to cause many serious and even fatal injuries. Brian contacted Manitowoc County for copies of their incident reports.
- C. There was continued discussion regarding the enhanced security of the third floor.
- D. The City received a grant of \$990 which will provide 30 Stop The Bleed Kits. The Fire Department has ordered the necessary supplies.

## 7. FUTURE SAFETY TRAINING

- A. Blood Borne Pathogens & Access to Medical Records (All Employees)  
Thursday, February 29<sup>th</sup> - 7:15am, 8:30am, and 12:45pm in the City Council Chambers
  - o One-hour sessions
- B. Audiometric Testing  
Monday, March 25<sup>th</sup> - 7:00am to 9am in the DPW Garage
- C. CPR Training (All Employees)  
April 23<sup>rd</sup>, 24<sup>th</sup>, and 25<sup>th</sup> – Subject to change. More information to follow.

## 8. MONTHLY SAFETY THEME: “See Something...Say Something”

## 9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday, March 14, 2024 at 8:15 a.m. in the City Council Chambers.

## 10. ADJOURNMENT

Motion to adjourn was made by Travis and seconded by Steve. Motion carried. Meeting adjourned at 9:15 a.m.

Respectively Submitted,

*Brian Dellemann*