



MINUTES

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

A. Members Present:

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

B. Members Absent:

Dave Buss, Ryan Menges, Ben Meinnert, Jared Rohrer, and Dave Casebeer

2. REVIEW AND APPROVAL OF MINUTES

Safety Committee minutes from the meeting of May 24, 2023 were accepted. Motion was made by Jeff and seconded by Matt. Motion carried.

3. OLD BUSINESS

A. Remind employees to use near miss reporting procedures.

B. Plants, Bugs, Heat, & Our Responsibilities to Contractors training was completed on Wednesday, May 31st for all field employees. Patrick reported there was a good turnout.

4. INCIDENT REPORTING

A. Fire Dept – 1 injury with medical & return to work with restrictions.
Library – 1 report only

B. No near misses to report. Brian indicated one would be forthcoming for the Electric Department.

5. INSPECTION REPORTING

A. No inspections have taken place since the last meeting.

B. Patrick may visit the Lincoln Street construction area to look for issues of concern.



SAFETY COMMITTEE MEETING

Thursday, June 8, 2023 at 8:15 AM

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

6. NEW BUSINESS

- A. During the tornado drill some employees were stuck in the stairwell because their fobs did not work. This issue should be resolved.
- B. For a landline to receive a Mitel phone notification it must be programmed into the system. Currently the system is limited to only 25 phones. Programmed phones were strategically chosen in each department.

In the event of bad weather, department heads should have forewarning and be under heightened awareness. They should also notify their employees of the potential for severe weather and the need to keep their ears open for an alert.

- C. Every department should have a designated employee to check the monthly AED checklist. The date of the reviews should be documented on the checklist in the event of a DSPS or OSHA audit.

7. FUTURE SAFETY TRAINING

- A. Community Emergency Action Plan Review (All employees)
Monday, June 19th – 7:15am, 8:30am, and 12:45pm in City Council Chambers
 - o One-hour sessions.
- B. Dave Murack will send Gina possible available times for Stop the Bleed Kit training.

8. MONTHLY SAFETY THEME: Mental Health

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday July 8, 2023 at 8:15 a.m. in the City Council Chambers.

10. ADJOURNMENT

Motion to adjourn was made by Jeff and seconded by Travis. Motion carried. Meeting adjourned at 8:50 a.m.

Respectively Submitted,

Brian Dellemann