



SAFETY COMMITTEE MEETING

Thursday, March 14th at 8:15 AM

Finance Conference Rm-City Hall, 2nd Floor
1717 E. Park Street, Two Rivers, WI 54241

MINUTES

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

A. Members Present:

Brian Dellemann, Andrew Sukowaty, Andrew Raatz, Travis Christensen, Steve Pagels, Ryan Menges, Matt Heckenlaible, Jared Rohrer, Kevin Krizek, Gina Sampe, Dee Dee Dirkmann, and Patrick Murphy – MEUW Safety Coordinator

B. Members Absent:

Dave Buss, Dave Casebeer, Amanda Baryenbruch, Ben Meinnert, Dave Murack, Mike Mathis, Jeff Dawson, and Lisa Kuehn

2. REVIEW AND APPROVAL OF MINUTES

Safety Committee minutes from the meeting of February 8, 2024 were accepted. Motion was made by Kevin and seconded by Steve. Motion carried.

3. OLD BUSINESS

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

B. The Blood Borne Pathogens & Access to Medical Records training that was held on February 29th went well and was well attended.

C. The committee discussed the Blood Borne Pathogens & Access to Medical Records section of the Safety Manual and updates were made based upon members' suggestions.

D. The Manitowoc County tree trimming incident was discussed. Contractors should always contact the Electric Department when trimming near utility lines. This incident had the potential to cause serious and/or fatal injuries. The County was contacted for copies of their incident reports. They have since had another incident involving utility lines.

4. INCIDENT REPORTING

A. There were not any incidents to report.

B. Near Miss reporting: Recreation Department - 1
 Public Works – 1

C. Both near misses were discussed in detail. Scheduling a meeting with the contractor in question may be necessary to avoid potential dangers.

5. INSPECTION REPORTING

No inspections have taken place since the last meeting.

6. NEW BUSINESS

- A. There is a Pre-Construction meeting planned with Mammoth Construction to discuss Digger Hotline Tickets.
- B. Our evacuation maps need to be larger. Kevin will print new maps identifying fire extinguisher locations and a 'You Are Here' marker.
- C. The Hearing Conservation Written Program section of the Safety Manual was discussed. Much of the equipment listed is now obsolete and the new equipment needs to be added.
- D. The Fire Department has prepared 30 Stop the Bleed Kits. The City received a grant of \$990 from the RTAC program which helped reduce the cost of the kits greatly. The remainder of the costs were paid from WPPI funds through the Electric Department. The kits will also be available to the public for purchase.
- E. The necessity of needing boiler permits was discussed.

7. FUTURE SAFETY TRAINING

- A. Audiometric Testing (Field Employees)
 - Monday, March 25th - 7:00am to 9am in the DPW Garage
 - o Employees that are unable to attend the hearing testing need to schedule a hearing test with Human Resources at the Occupation Health Clinic.
- B. Fall Protection (Field Employees)
 - Wednesday, March 27th - 7:15am, 8:30am, and 12:45pm in the City Council Chambers
 - o One-hour sessions
 - o Bring your safety harnesses
- C. CPR Training (All Fulltime Employees)
 - Tuesday, April 30th through Thursday, May 2nd – 8:00am to 10:00am and 10:30am to 12:30pm.
 - o There will be 10 employees per session. Schedules will be out soon.
- D. Stop the Bleed Kits – Do be determined.

8. MONTHLY SAFETY THEME: "Diggers Safety"

9. ESTABLISH NEXT SAFETY COMMITTEE MEETING TIME AND DATE

Next meeting scheduled for Thursday, April 11, 2024 at 8:15 a.m. in the City Council Chambers.

10. ADJOURNMENT

Motion to adjourn was made by Steve and seconded by Jared. Motion carried. Meeting adjourned at 8:57 a.m.

Submitted,

Brian Dellemann