

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
January 18, 2018
City Hall 3rd Floor Conference Room
212 SW 9th St.
1:30 P.M.

The meeting was called to order by Pennie Wolfe at 1:30 p.m.

1. *ROLL CALL*

MEMBERS PRESENT:

Pennie Wolfe, P & R	George Kroboth, SEWTP
Britt Hubbard, SSC	Wade Lewis, MPWTP
Candy Brown, Safety & Risk Officer	Jeffery Mowry, Equipt Maint
James Bearbow, Streets	Roy Rodrick, AW
Bobby Finley, WD	Don Schaefer, Electronics

MEMBERS ABSENT:

Jim Bonnarens, P&R*
Chew Allen, WWM/WWC**
George Farris, Drainage**
Marlon Johnson, SWC*
Michael McCollum, Landfill**
Neal, Lyna**
Tate, Lindsay, Police Tech*

*excused ** unexcused

OTHERS PRESENT:

2. *MINUTES*

A. Approval of minutes of December 21, 2017
Motion by: Don Schaefer Second by: George Kroboth
Ayes: All Nays: None Motion Carried.

3. *OLD BUSINESS*

None

4. *NEW BUSINESS*

A. Review An Accident/Injury Review Form Proposal:

Wolfe asked everyone to look at the revised form. Brown said that all the information is on the form. She said the witness employee statement which can be used for the witness or involved employee isn't clear. Bonnarens said he would put witness/employee statement on page two. He said they can put incident statement and can change it on the computer. Wolfe said not everyone has that option while they are in the field. Brown said there needs to be options for the different statements; such as, a check off box. She said she talked to the Vehicle Accident Review Board and they liked the new form but Whisenhunt wanted time to look it over. Schaefer said the witness statement needs to describe who, what, when and where. Brown said there needs to be two pages and not just one. Schaefer said there needs to be a "supervisor reviewed all items above" on the statement. Brown said the first page is good. The second page needs to be rearranged. Wolfe said she can change it. Hubbard asked if she will e-mail everyone the new form. Wolfe said yes. Brown said she will take the form to the City Manager to review.

5. *COMMUNICATION/DISCUSSION:*

Brown asked everyone about the safety incentive awards. She said the safety incentive Awards will be from February 1 to August to get us back on track. Brown said they use to be in August but kept getting pushed back to October. Everyone said they would like them to be in August like they were before. Brown said you can't have two active safety incentive awards.

6. *ADJOURNMENT*

A. Motion to adjourn the meeting by: James Bearbow Second by: George Kroboth

Ayes: All Nays: None

Meeting was adjourned at 2:45 pm