

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
June 20th, 2013
CITY COUNCIL CONFERENCE ROOM
1:30 P.M.

The meeting was called to order by Don Schaefer at 1:30 pm.

1. *ROLL CALL*

MEMBERS PRESENT:

Don Schaefer, Electronic Maint.
Chew Allen, WWC/WWM
Rusty Whisenhunt, Engineering
Terry Sellers, Police Tech
Michael Guinn, WTP/MPWTP
Frank Davis, WWTP

Roy Rodrick, Animal Welfare
Leon McGahee, Cemetery
Britt Hubbard, Sewer Constr.
Paul Caldwell, SWC
Darrin Hall, Neighborhood Services
Candy Brown, Safety & Risk Officer

MEMBERS ABSENT:

James Breedlove, Revenue Services**
Glenn Hinton, Parks and Rec*
Bobby Finley, WD*
Cam Huynh, Drainage**
Mike McCollum, Landfill*
Jeffery Mowry, Equipment Maintenance**
James Bearbow, Streets*

OTHERS PRESENT: Tiffani Burk, HR

*excused

** unexcused

2. *MINUTES*

- A. Approval of minutes of May 16th, 2013
Motion by: Darrin Hall Second by: Frank Davis
Ayes: All Nays: None Motion Carried

3. *OLD BUSINESS*

A. Employee Survey of Safety Concerns: Rusty Whisenhunt brought a management observation form from the last place that he worked. Don Schaefer said basically it is a check list. He went over the form. He said he will get the Print Shop to make copies of this form and he will hand them out to all of the members.

B. Safe Houses: Rusty said Jackie is getting keys for the safe room by Public Works Admin to give out to each division. They will be in their

lock box for afterhour's access to the safe room. Also the stairwell by WWC, they have to put a door between the stairwell and the shop area. Once that is there, then the outside door can be left open or unlocked and that will function as a safe room. The stairwell is concrete reinforced all the way around.

4. *NEW BUSINESS*

A. Heat Illness: Don said the heat has finally hit us. He got on the internet and found some good stuff. He handed out an information sheet. He briefly went over the handout. He said the biggest thing is that we have to look out for each other. Britt Hubbard said those of us that have been out in the field for a long time are use to it. Some of these energy drinks, high caffeine drinks, guys need to really watch out drinking those. Any other extra caffeine that you are putting in your system is going to affect you in the field. So watch out for some of the people that are big into the energy drinks. Water should be supplied for the guys out in the field. If you are going to drink Gatorade. It should be 1 to 3. You should be drinking water also. Water is the best thing for you. Gatorade will also replace some minerals and potassium in your body. Water and rest are the best things. Get in the shade if you need to. Don said this information sheet gives you a lot of information. It talks about leaving kids and animals in the car. He mentioned that if you have a kid in the backseat; put a stuffed animal in the seat next to you so you will remember not to leave the kid in the back. He said it talks about prevention. Don't wear polyester, wear cotton. The sheet says the worse thing to do to somebody that is having heat stroke is to submerge them in water. This information sheet contains: definitions of heat stroke and heat-related illness, classification, signs & symptoms, causes, children and pets in cars, forgotten baby syndrome, prevention, treatment, prognosis and references. Don said we have to watch out for our people. Britt said he has never had a heat stroke but he has seen guys go down with it. He said everyone that he has seen that has had a heat stroke before have never been able to stand the heat after that. Don said you might want to get all your employees to read this or post it on a bulletin board or something. Don got some OSHA Quick Cards. He said he got these so we could give them to all employees. They would be good to have in their houses and vehicles. He said if you want copies of these cards, talk to Tasha in the Print Shop. These cards cover about everything that the information sheet covers. Don asked if all the divisions have covered Heat Exhaustion in their safety meetings yet. Leon McGahee said they have a class planned on Tuesday. Terry Sellers said there has already been an incident this year so far at Wal-Mart where a child was left in a car. He said he tells people if you leave a child or animal in a car he would be glad to supply you with a broken window. He said he doesn't think any police officer would write you a ticket for damage to property if you broke a window. Don said they say if it is 80 degrees outside, the inside of a car can reach 110 degrees in 20 minutes.

5. *COMMUNICATION/DISCUSSION*

Frank Davis said he has not been notified of the meetings in the last couple of months. They have a new clerical person and that is the person who needs to get the information about the meetings to him.

Don asked who is responsible for the guys that mow with the power mowers. Leon said some are Parks & Rec. guys. Britt said a lot of the divisions have guys that run some brush hogs. Don said for years he complained that they were not wearing ear and eye protection. Now they are all wearing the ear & eye protection and he is very happy.

Don wants to remind the reps to check the chains on the trailers. The chains should be crossed and not drag the ground.

Don said 4th of July is coming up. Talk to your people about firework safety. He doesn't think they are going to ban fireworks this year.

Britt wanted to remind everyone if they are using a grinder or quickie saw, a fire extinguisher should be on hand. Stay away from dry grass. Don said according to OSHA, not only a fire extinguisher is required but a spotter is required also. Chew Allen asked if a fire extinguisher is required is all city trucks. Britt said if you are doing any type of operation that would require one be present then that vehicle should have one on it. He asked if they are having trouble getting extinguishers. Rusty told Chew to talk to him and he will see what he needs. He said there is money to buy extinguishers if they need them.

Candy Brown said next month they will be having an inspector come down. United Safety & Claims will send one to inspect a few areas. Also we will have a Dept. of Labor visit but those will be key areas such as Fire, Police, and a few areas in Public Works.

Don asked when the Safety Awards will be going out. Candy said not until after July 1st. Candy said we will send out a list to get approved and make changes if they need to be. Candy said you have a couple of weeks to make sure you have your 4th quarter safety training. The requirements were not changed. High risk still has to have 2 hours of safety training per quarter. Don asked if there were any Vo-Tech classes left. Candy said they are all full. She said there will be an email that will go out Friday for the next quarter's classes. If you want to enroll you need to let her know early because they go fast.

6. *ADJOURNMENT*

A. Motion by: Leon McGahee Second by: Darrin Hall

Ayes: All Nays: None

Meeting was adjourned at 2:05 pm