

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
September 17th, 2015
City Hall 3rd Floor Conference Room
212 SW 9th St.
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.	Michael McCollum, Landfill
Chew Allen, WWC/WWM	Leon McGahee, Park & Rec
James Bearbow, Streets/Traffic	* Roy Rodrick, AW
George Farris, Drainage	Elton Rogers, IT
Britt Hubbard, SSC	Pennie Wolfe, Park & Rec
Jeff Justice, WWTP	
George Kroboth, SEWTP George	

MEMBERS ABSENT:

Candy Brown, Safety/Risk Officer*
Bobby Finley, WD*
Glenn Hinton, Engineering*
Johnson, Marlon, SWC*
Lewis, Wade, MPWTP*
Lindsay Tate, Police Tech*

OTHERS PRESENT:

*excused ** unexcused

OTHERS PRESENT: Jamie Smith, HR

2. MINUTES

A. Approval of minutes of July 16th, 2015

Motion by: George Kroboth Second by: Jeffery Mowry

Ayes: All *Roy Rodrick arrived after minutes were approved. Nays: None

Motion Carried

3. *OLD BUSINESS*

None

4. *NEW BUSINESS*

A. Occupational Noise Exposure:

Schaefer passed out copies of the Occupational Noise Exposure sheets. Hubbard said everyone should have filled out the noise survey and done a DB reading for equipment in their divisions. He said he keeps their surveys on file for two years and if you have any questions then contact him. Hubbard said he has a DB meter that can be checked out for a 1 week period to conduct the survey. He also said Engineering and Electronics has one. Hubbard said you need to do this with any new equipment also. Schaefer talked about the handout and explained about decibels and how loud is too loud. Schaefer said too loud is 114 DB and gave an example of a police siren being a 114 dBA. He encouraged everyone to read this article because there is a lot of information that you are not aware of. Schaefer said the safety reps need to watch out for employees. Schaefer said OSHA will look to see if employees are wearing their PPE.

Hubbard said the 105 earplugs will cover any noise the City has. Kroboth said the Green Line brand makes good earplugs. Hubbard said a lot of employees who start to work for the City don't know about hearing protection. He said the divisions need to do a safety meeting on this once a year. Schaefer said if you fall, you will heal but if you damage your hearing, it won't heal. He said the Safety Reps can't make an employee put on the earplugs but they can make the employee aware of the damage the sound will do to their hearing. Rogers said his wife is a doctor of audiology and if anyone has any questions then e-mail him and he will ask her. Hubbard asked if she has any information or a source to get training on this he would like to receive it.

5. *COMMUNICATION/DISCUSSION:*

Justice said the cell phones in a lot of the basements at the WWTP don't work very well. He asked if they could get the old police and fire radios. Justice said if one employee goes to a basement alone, he could get hurt and no one would know. Schaefer said the problem is the walls in the basements are reinforced with steel. He said it will be hard to find a commercial radio that will talk through those concrete walls with steel in them. Schaefer said he wrote an SOP for out there and there are some restricted areas where you can't be by yourself. Justice said he is aware of the SOP. Hubbard asked if each building could have a booster. Schaefer said you could put an antenna outside and inside the building connected together. He said he has done that in steel buildings and it works well but it has to be a short zone. Schaefer asked how many rooms. Justice said about five. Schaefer told him to go by his office and he will see what he can do and he may have some radios for him.

Wolfe asked for a safety meeting for cold weather. Schaefer challenged the safety reps to come up with topics for the safety committee meetings. He said OSHA has a website to

get information for the meetings.

Schaefer reminded everyone about the CPR class and September is the end of the quarter for safety training. He said most employees have to have two hours of training. He also said you can go to HR and get safety training DVDs or go to GPTC for safety training. Schaefer said if you go to GPTC for training you need to e-mail Candy Brown and let her know the name, time and date you took the safety training and tell her this should take care of this quarter training. He also reminded everyone to turn in any corrections for the safety incentive awards by September 17th to HR.

McCollum asked if it was his duty to make sure all vehicles in his division has fire extinguishers. He said everyone knows where the fire extinguishers are. Schaefer told him to talk to his supervisor about this. Schaefer said not all equipment and vehicles have to have a fire extinguisher in them. Allen said if anyone buys a fire extinguisher they have to go through fire station #6 to get a tag on it. Schaefer said make sure you buy a metal fire extinguisher. Rogers asked how he can get a fire extinguisher if he felt his office needed one. Schaefer said he can purchase it out of his account 201. Hubbard told him to also check with the fire chief for kind of fire extinguisher. Allen asked about disposing it and didn't get a definite answer from the fire department. Schaefer told him to make sure you knock the top off of it, if it is empty and no good, and throw it in the dumpster. McCollum said the landfill has a place to take scrap metal. Schaefer said according to fire regulations, a fire extinguisher can only be considered adequate within a 50 foot parameter of that fire extinguisher. He explained that if there is a fire extinguisher here and a room 100 feet away then that room has to have a fire extinguisher. Schaefer also said you must have a sign on the wall pointing down saying "fire extinguisher" and OSHA likes to see the P.A.S.S. poster next to it.

6. *ADJOURNMENT*

A. Motion to adjourn the meeting by: Jeffery Mowry Second by: Jeff Justice
Ayes: All Nays: None
Meeting was adjourned at 2:45 pm