

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
October 17th, 2013
City Hall 3rd Floor Conference Room
212 SW 9th St.
1:30 P.M.

The meeting was called to order by Don Schaefer at 1:37 pm.

1. *ROLL CALL*

MEMBERS PRESENT:

Don Schaefer, Electronic Maint.	Marlon Johnson, SWC
Mike McCollum, Landfill	Cam Huynh, Drainage
Frank Davis, WWTP	Jeffery Mowry, Equipment Maintenance
Michael Guinn, WTP/MPWTP	Britt Hubbard, Sewer Constr.
Candy Brown, Safety & Risk Officer	Stephen Sellman, Neighborhood Services

MEMBERS ABSENT:

Terry Sellers, Police Tech*	Glenn Hinton, Parks and Rec.**
Roy Rodrick, Animal Welfare*	James Breedlove, Revenue Services**
Rusty Whisenhunt, Engineering*	James Bearbow, Streets**
Chew Allen, WWC/WWM*	Leon McGahee, Cemetery**
Bobby Finley, WD**	

OTHERS PRESENT: None

*excused ** unexcused

2. *MINUTES*

- A. Approval of minutes of September 19th, 2013
Motion by: Mike McCollum Second by: Jeffery Mowry
Ayes: All Nays: None Motion Carried

3. *OLD BUSINESS*

4. *NEW BUSINESS*

- A. Immunizations: Don Schaefer handed out an information sheet about flu vaccinations. He said as far as flu vaccinations, there are 2 types. There is a live virus and a non live virus. A lot of people get sick after getting the flu shot. He said he heard that is a possibility, but it is like a 24 hour flu. It means your body is reacting to the shot and that is good. People are already getting the flu this year. He said if you have the City of

Lawton insurance you can get the flu shot for free. You can go to a local pharmacy and give them your insurance card and they will give you the shot for free. Don handed out OSHA Quick cards. He suggested posting them on a bulletin board. If they need more copies then they can go to the print shop and they will print more copies for them. Britt said an article is in the employee newsletter that addresses the flu and shingles shot. It lists all of the pharmacies in the area that they can go to, to get the shots. Wal-Mart on Sheridan Road is not giving the shots. Stephen Sellman said if you have Tri-Care, the same thing applies. You can go to any pharmacy and get your shot for free. Don suggested if you see someone at work that is sick and sneezing and coughing everywhere, you should send them home. Don said Pneumonia can be caused by the flu. He said he heard the pneumonia shot is good for 5 years. Candy said she was not sure if the pneumonia shot is free. She doesn't think it is. Just the shingles and flu shots are free. The shingles shot, you have to be over a certain age. Don said antibiotics will work on pneumonia but will not work for the flu.

Shingles: Don handed out an information card. He asked if they would put copies of the card where other employees could see it. Shingles are very painful. Britt said it could last months. Don said it could actually leave scars. Don said if you had chicken pocks as a kid then you have shingles in your body. Britt said if you are over 60 then you don't have to get a prescription for the shot. If you are under 60 then you have to get a prescription from your doctor in order to get your shot at a pharmacy. He thinks there is a time limit on how often you can get the shot. The vaccination will lower your chance of getting shingles. Marlon asked can anyone under the age 55 get the shot. He was told yes, with a doctor's prescription.

5. *COMMUNICATION/DISCUSSION*

Britt said we should be getting contacted next week from Cintas regarding heavy winter clothes for anyone who works outside. Marlon asked about new uniforms. Britt said all divisions should have collected sizes. Cintas is working on getting them out.

Don asked if everyone got their safety training for this quarter. He asked Candy if these GESC meetings count toward safety training. She said no, unless they have some kind of training video during the meeting.

Candy said she apologizes for giving wrong information about getting access key cards for the City Hall. After the last meeting she talked to Sherry Anderson, Acting HR Director and she said she would issue access cards if you come to City Hall frequently. If you just come around once a month for the safety meetings then you do not need an access card. You can enter the building through the front glass doors.

Britt said the biggest issue that he sees a problem with is: Seat belts and cell phones. Especially in the big trucks. Employees talking on a cell phone while driving a big truck. Candy said that is a City Policy. You are not supposed to be driving any city vehicle while talking on a cell phone. Britt said we have told everyone in our division to start writing employees up for not wearing seat belts. Don said they asked the police department to write city employees tickets for not wearing a seat belt while driving a city vehicle. If the police department notifies the division that one of their employees received a ticket. The division can notify Candy and she can issue a point for that. That employee will lose their safety award. Candy said if you are operating a city vehicle then you must have your seat belt on. Marlon asked about wearing seatbelts during the garbage routes. Do they need to put it on between stops? Candy, Don and Britt all said tell your guys to wear your seatbelts whenever you are in a city vehicle.

Don said he sees this coming in the future in Lawton. Wichita Falls passed this new law. If you get caught without a driver's license or insurance. It will be a \$25.00 fine and they will tow your car. They are doing it for extra revenue. Oklahoma state law states if you are caught without a driver's license they have the ability to impound your car. They also can suspend your license for a year.

Britt reminded everyone to change your hard hats out after they are a year old. They all have the date stamped on them. Go to your division and tell them you need a new hard hat.

Don said every job that you do should have a hazard assessment form. On that form it should have what kind of PPE that the employee should have. Jeffery Mowry said Kathy has a lot of glasses and gloves etc. on hand. When they need them they just sign them out. Jeffery said they have to wear safety glasses. They all get them issued to them. If they don't use the glasses then that is their problem if something happens.

Candy said she ordered some new safety DVD's. Jeffery asked if she could get something about shop safety. Like using grinders. Candy said she would look for something like that. She also is going to look for something about mowing safety. Cam reminded everyone that they still have Stormwater videos.

6. *ADJOURNMENT*

- A. Motion by: Frank Davis Second by: Jeffery Mowry
Ayes: All Nays: None
Meeting was adjourned at 2:15 pm