

**HEALTH & SAFETY COMMITTEE AGENDA  
FOR  
September 7, 2010  
@ 9:00 AM**

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9:00 Call to Order/Attendance via sign-in sheet

9:05 Reading/approval of last meeting's minutes

9:10 Jean Day –

- September 3, 2010 –Organization: “Back Pack” (School Supplies for Kids in Need)
  - Free Store in Edgerton
- Third Jeans Day – November 5, 2010
  - Organization: Shop with a Cop

9:15 Reports (Jennifer Dietsch)

- a) Accident/Incident Reports
- b) Status of BWC Claims

(Jenn) Update on:

- Training Matrix
- Workplace Injury Manual
  - Confirm everyone has and is using as needed

9:20 Safety Manual Review & Update

a. **Reporting Forms**

- a. Sub-Committee – Jennifer Dietsch and Dennis Smith
- b. TABLED – until manual is complete but before the table of contents.

b. **First-Aid Tab**

- a. Sub-Committee – Jim Hicks and Joan Miller
- b. TABLED – until September Meeting
- c. Update

c. **Ergonomics**

- a. Sub-Committee – Jennifer Dietsch and Dawn Baldwin
- b. TABLED – until September Meeting
- c. Update

9:40 Black Swamp Safety Council Meetings/Luncheons:

Update from Susan Jackson on August 17, 2010 Meeting – Internet Safety

September 21, 2010 – Safety & Health Day

Any interested in attending? If not, we will have no one there on our behalf. (Patsy Mealer is unavailable to attend.)

Need members to attend the following:

October 19, 2010 – (Fire Safety) -

November 16, 2010 – (Protection American Workers Act)

December 14, 2010 – (Holiday Banquet) -

#### 9:45 Health Fair

Recap: Date: November 4, 2010 from 6am-10am at Hillside

Lab will run from 6am-9am

(Hospital will work with those who cannot make it in this time frame)

Candy Scribner is our Contact Person

Flyers were approved on March 2, 2010

Review list and confirm who will be attending:

- Lab – Confirmed ✓
- EMS – Blood Pressure
- Derma Scan – do we want?
- Fitness Assessment – CHWC ✓
- Glaucoma Screening – Candy is waiting on a call back from Dr. Kunsman
- Height/Weight & BMI – Luann Counts, MCHA ✓
- Table with various Health Information
- American Cancer Society
- Hearing Screening?
- Chiropractor – Dr. Schlade, Montpelier ✓
- Insurance Company
- Local Food Health
- Food Planning (Breakfast)
- CEBCO – Email sent, waiting for a response ✓
- Delta Dental – Email sent, waiting for a response
- Ohio Deferred Comp – Brent Tabler ✓
- CCAO – Email sent, waiting for a response
- Aflac – Laurie Walkowski ✓
- Great-West Retirement Services – Sue Steinert ✓
- Anthem – Email sent, waiting for a response ✓
- Donate Life – Ohio
- Bryan YMCA

Need workers for:

- 2-3 for Food (Breakfast)
- 2 Entrance – to welcome and direct
- 2 Registration – check off name
- 1-2 Evaluation table – collect evaluations

9:50 Discussion:

Date & Time of Next Meeting – TUESDAY, October 5, 2010 @ 9:00 a.m.

10:00 Adjourn