

**HEALTH & SAFETY COMMITTEE AGENDA
FOR
~~October 5, 2010~~
October 19, 2010
@ 9:00 AM**

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

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

9:10 Health Fair - Finalize

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
- Date on when Department Flyers went out: September 27, 2010
- Date to put in paychecks: October 7, 2010
- Date all registrations are to be turned in: October 27, 2010
- C. Mercer will be collecting registrations & money
- List of Registrations need to be sent to hospital 1-2 weeks prior
- Cost – No cost to employees (Commissioners Cover)
- No flu shots at health fair
 - Flu Shots are covered by our Health Insurance.
- Job Assignments, Need workers for:
 - 2 – 3 for Food
 - 2 – Entrance – to welcome and direct
 - 2 – Registration – Check off names
 - 1 – 2 evaluation table – collect evaluation.

Review list and confirm who will be attending:

- Lab – Confirmed ✓
- EMS – Blood Pressure – Candy is waiting for a response from Deb Dye at EMS
- Derma Scan – Candy Scribner, Health Dept ✓
- Fitness Assessment – CHWC ✓
- Glaucoma Screening –Dr. Kunsman ✓
- Height/Weight & BMI – Luann Counts, MCHA ✓
- Table with various Health Information ✓
- American Cancer Society - Materials will be sent over ✓
- Hearing Screening Beth Schweitzer, Health Dept ✓

- Ear Exam – Mary Beth Burton, MCHA ✓
- Chiropractor – Dr. Schlade, Montpelier ✓
- Local Food Health – Waiting for a response
- Food Planning (Breakfast) – Waiting for a response from M. Hauer
- CEBCO – Rep, Melissa Bodey ✓
- Delta Dental – Rep Holly Hicks ✓
- Ohio Deferred Comp – Brent Tabler ✓
- CCAO – Email sent, waiting for a response
- Aflac – Laurie Walkowski ✓
- Great-West Retirement Services – Sue Steinert ✓
- Anthem – Rep is attending ✓
- Donate Life – Ohio
- Bryan YMCA – Waiting for a response

Candy Scribner will send out a reminder to all volunteer screeners the first week of October to remind them of the Health Fair and provide a map. She will also prepare the Thank You cards.

In the past – the Health Fair was set up the afternoon before the health fair. If Candy is unavailable, Beth Schweitzer can be there.

If we have time:

Jeans Day –

- September 3, 2010 –Organization: “Back Pack” (School Supplies for Kids in Need)
 - Free Store in Edgerton
 - Raised \$130.00
- November 5, 2010
 - Organization: Shop with a Cop

Reports (Jennifer Dietsch)

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

Newsletter Idea: TABLED until the Safety Manual is completed.

- J. Dietsch mentioned starting a County Newsletter
- If approved by the Committee, either we appoint a person or a sub-committee will need to be created.

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

Black Swamp Safety Council Meetings/Luncheons:

- Update from Dennis Smith on September 21, 2010 Meeting – Safety & Health Day
- October 19, 2010 – Fire Safety – K. Herman is checking her calendar

Need members to attend the following:

- November 16, 2010 – (Protection American Workers Act)
- December 14, 2010 – (Holiday Banquet) -

9:50 Discussion:

Date & Time of Next Meeting – TUESDAY, November 2, 2010 @ 9:00 a.m.

10:00 Adjourn