

REGULAR MEETING
WILLIAMS COUNTY HEALTH & SAFETY COMMITTEE

February 7, 2012 @ 9:00 a.m.

The Williams County Health & Safety Committee met on the above date at the Williams County Emergency Medical Services Building.

CHAIR: Jim Hicks
VICE CHAIR: Dawn Baldwin
SECRETARY: Anne Retcher/Robin Kemp

MEMBERS PRESENT

Robin Kemp, Commissioners	Don Bulla, EMA/9-1-1
Anne Retcher, Commissioners	Jim Hicks, EMS
Pamela Johnson, J&FS	Jim Snivley, Sheriff
Kim Shoup, Health Dept	Kim Herman, Clerk of Courts
Dennis Smith, Engineer	Patti Rockey, Records Center
Dawn Baldwin, EMA/9-1-1	

The Minutes from the prior meeting were reviewed, Robin Kemp moved to accept the minutes as presented, Seconded by Dawn Baldwin and Accepted by everyone.

ACCIDENT/INCIDENT REPORTS

Accident/Incident Reports prepared by Robin Kemp were reviewed.

December – 1 incident at Hillside – No BWC Claim

5 Incidents – 3 were BWC Claims

January – 2 Incidents at Hillside – 1 was BWC Claim

1 at Engineer – BWC Claim

1 at EMS – BWC Claim

*Incidents were down quite a bit from last year! =)

Dawn Baldwin stated that Smith's were doing a good job on the parking lot (Snow Removal).

SAFETY MANUAL UPDATE

Memo & Flyer were presented and reviewed to be sent out to all employees.

Dawn Baldwin made the Motion to approve the Memo & Flyer.

Jim Snivley seconded the Motion.

No one was opposed – Motion Carried

JEANS DAY

- Suggestions for Jeans Day 2012
 - Alzheimer
 - Hospice
 - Autism
 - Toys for Tots

Anne is going to review and see if there is a corresponding month for Alzheimer and Autism.

Robin Kemp made the Motion to approve the list for Jeans Day 2012.

Dawn Baldwin Seconded the Motion.

No one was opposed – Motion Carried.

TRAINING UPDATE:

Dennis Smith, Robin Kemp & Kim Herman

- Tornado Safety – Will be an annual training
 - Department Heads will go over instructions
- Fire Safety
 - FD will do an extinguisher training
 - Cost – Refill extinguishers
- 1st Aid Training
 - For Department Heads & Supervisors
 - Connie at EMS can provide training at No Cost

Black Swamp Meeting and Events:

Update from Dawn who had an employee (Mandy from Communications) who attended the January 17, 2012 Meeting – was disappointed because it was more on Sleep Apnea and not deprivation. .

Need members to attend the following:

- | | |
|--------------------|---|
| February 21 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic– 2012 Arc Flash Regulations
ATTENDING: DENNIS SMITH (ENG) |
| March 20 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Emergency Action Plans
Captain Edward Bohn, Defiance Fire Department
ATTENDING: DON BULLA (EMA/9-1-1) |
| April 17 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Awards Banquet
Stephen Uzelac, Heros Put Safety First
ATTENDING: KIM HERMAN (CLERK OF COURTS) |
| May 15 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Transitional Return to Work Program
ATTENDING: ROBIN KEMP (COMMISSIONERS) |
| June 19 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Ladders & Scaffolding
ATTENDING: DENNIS SMITH (ENG) |
| July 17 | BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Surviving the Summer: Heat Stress and other related issues
ATTENDING: ROBIN KEMP (COMMISSIONERS) |

OTHER TOPICS FOR DISCUSSION:

Pam Johnson announced the Bryan Chamber is hosting Charlie Morecraft A Speaker on Safety on February 16, 2012 at the Arts and Ed Building.

Meeting adjourned at 9:30 a.m.

Motion made by Dawn Baldwin

Seconded by Kim Herman and all approved.

The next meeting will be

TUESDAY MARCH 13, 2012 at 9:00 a.m.

****The Meetings will be the 2nd Tuesdays of each month****