

REGULAR MEETING
WILLIAMS COUNTY HEALTH & SAFETY COMMITTEE

February 2, 2010 @ 9:00 a.m.

The Williams County Health & Safety Committee met on February 2, 2010 in the Training Room of the Williams County Emergency Medical Services Building.

MEMBERS PRESENT

Anne Retcher & Jennifer Dietsch, Commissioner	Susan Jackson, J&FS
Jim Hicks, EMS	Patsy Mealer, Recorder
Kim Shoup, Health Dept	Kimberly Herman, Clerk of Courts
Tony Gonzales, Dept of Aging	Joan Miller, Board of DD
Art Chupp, Hillside	Candy Scribner, Health Dept
Dennis Smith, Engineer	
Jim Snivley, Sheriff's Office	

Dayna Noble from BWC was also present.

The Minutes from the prior meeting were reviewed, Jennifer Dietsch moved to accept the minutes as presented, Seconded by Patsy Mealer and Accepted by everyone.

HEALTH MEETING

HEALTH FAIR

Date: November 4, 2010 from 6am – 10am

Lab will run 6am – 9am (Hospital will work with those who cannot make it)

Joan Miller made a motion for Candi Scribner to be the contact person, Seconded by Jennifer Dietsch and Accepted by everyone.

Joan Miller is going to prepare the flyer for the Health Fair.

We need to find out how long the vendors are willing to stay.

JEANS DAY

The money from Jeans Day will be donated within Williams County.

Anne Retcher will send out an email to see which departments are willing to participate and an email to Cindy Mercer to see if she is willing to be the contact for this program.

Once the above is established a small procedure policy can be created.

BLOOD MOBILE

In 2009 a blood drive was held at the Enrichment Center.

Joan Miller is going to contact Red Cross and see what dates they have available for this year. If we do have it this year, we would like to be able to provide: Sandwiches, Chips and cookies.

SAFETY MEETING

Jennifer Dietsch discussed the accident/incident reports.

7 incidents for January

- 1 – Motor Vehicle
- 2 – Finger Cuts
- 3 – Senior Fall
- 1 – Trip & Fall

No new BWC claims

Recap for 2009:
18 claims Total
13 medical only
5 lost time

Plan Coordinators/Alternates List – ALMOST complete

SAFETY MANUAL REVIEW & UPDATE

REMINDERS:

- Workplace Violence
 - Removed Employee Assistance Program. Everything else is basically kept the same.
 - *Jennifer Dietsch made a motion to approve as presented, Seconded by Jim Snivley and Accepted by everyone.*
- Motor Vehicle (Anne)
 - *Jennifer Dietsch made a motion to approve as presented, Seconded by Joan Miller and Accepted by everyone.*
- Elevator Operation (Jenn & Art)
 - *Kim Herman made a motion to approve as presented, Seconded by Jim Hicks and Accepted by everyone.*
- Reporting Forms (Jenn & Dennis)
 - TABLED until manual is complete but before table of contents.
- First Aid Tab (Jim H. & Joan)
 - TABLED until March, 2010
- Electrical Safety (Tony, Kim S. & Dayna)
 - TABLED until March, 2010
- Lockout/Tagout (Art, Dennis & Dayna)
 - TABLED until March, 2010

Once the manual is completed we will need to start implementing the manual with trainings

Black Swamp Meeting and Events:

March 16, 2010 – (Topic – Safety & Health Day) - Dennis Smith

April 20, 2010 – (Topic - Awards Luncheon) -

May 18, 2010 – (Topic - Domestic Violence) - Kim Herman

June 15, 2010 – (Topic - Mercury) - Susan Jackson

Shared Dayna's letter with everyone in regards to Safety Program

Meeting adjourned at 10:00 a.m.

Motion made by Joan Miller

Seconded by Art Chupp

The next meeting will be *TUESDAY March 2, 2010* at **9:00 a.m.**