

**REGULAR MEETING**  
**WILLIAMS COUNTY HEALTH & SAFETY COMMITTEE**

April 6, 2010 @ 11:00 a.m.

The Williams County Health & Safety Committee met on April 6, 2010 in the Training Room of the Williams County Emergency Medical Services Building.

**MEMBERS PRESENT**

Anne Retcher, Commissioners

Randy Eleger, Vet Services

Joan Miller, Bd of DD

Jennifer Dietsch, Commissioners

Art Chupp, Hillside

Candy Scribner, Health Dept

Tony Gonzales, Dept of Aging

Kim Shoup, Health Dept

Susan Jackson, J&FS

Dawn Baldwin, Communications/EMA

Jim Hicks, EMS

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

**\*HEALTH MEETING\***

**JEAN DAY**

Will be held on a Quarterly Basis.

The last JEANS DAY held was with Shop with a Cop.

Anne will be sending out an email to all Elected Officials/Department Heads on what organizations they would like to see utilized. Will report at June Meeting.

3 days will be scheduled for the JEANS DAYS.

**BLOOD DRIVE**

Joan Miller is working on the flyer and will be presented at May Meeting.

Sign-up Sheet for Workers:

Set-up: Anne Retcher, Jim Hicks, Candy Scribner & Jennifer Dietsch

Clean Up: Dawn Baldwin, Kim Shoup, Tony Gonzales & Patsy Mealer

Sign-up Sheet for Food (IF NEEDED)

Susan Jackson, Kim Shoup (Chips), Tony Gonzales (Cookies) and Patsy Mealer (Drinks)

Jennifer Dietsch will contact various businesses to see if they would be willing to donate items.

Jim Hicks will schedule his 5 on duty to help throughout the day at the Blood Drive.

**DISCUSSION**

Joan stated that an email needed to be sent out as Summer is the biggest need for blood as Accidents are HIGH.

**\*SAFETY MEETING\***

Jennifer Dietsch discussed the accident/incident reports.

10 incidents for March

- Senior Center – 4 incidents:
  - Dog Bite – No BWC Claim
  - Motor Vehicle – backed into a parked vehicle
  - 2 Senior Falls (1 – getting out of a vehicle; 1 – tripped over a chair)
- Sheriff – 1 incident

- Motor Vehicle – other driver failed to yield.
- Engineer – 1 incident
  - Vandalism at Updyke Park
- EMS – 2 incidents
  - 1 – bruised arm – BWC Claim
  - 1 – Elbow Strain – BWC Claim

Still doing good – We just really need to manage claims due to Group Retro. Out of 15 Counties we have 50 claims. If we receive too many claims we will be asked to leave Group Retro then our premiums will GO UP!

**REMINDER: Incident Reports are to be reported to Supervisor by the end of their shift AND reported to the Commissioners' Office WITHIN 24 HOURS!**

SUGGESTION: If an injury happens between 8am – 5pm encourage employee to visit the Minor Treatment Room located at the Bryan Medical Group instead of utilizing the ER. WHY: This will keep costs down to the Departments for chargebacks and lessen the cost of the claim.

Accident & Investigation Training:

Location: TBD

Dates: May 18, 2010 from 12:30 to 4:30

May 19, 2010 from 8:30 to 12:30

Who needs to attend: Those listed on the Coordinators & Alternates list. If you have questions on if you should be attending please contact Jennifer Dietsch.

## **SAFETY MANUAL REVIEW & UPDATE**

### *REMINDERS:*

- Reporting Forms (Jenn & Dennis)
  - TABLED until manual is complete but before table of contents
  - List is started will be done by May's Meeting.
- First Aid Tab (Jim H. & Joan)
  - TABLED until May, 2010

The manual will be presented to the Commissioners once it is completed in its entirety. Jennifer Dietsch presented the manual thus far at the April Meeting.

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

### Black Swamp Meeting and Events:

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

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

Meeting adjourned at 10:00 a.m.

Motion made by Randy Elegeer

Seconded by Jennifer Dietsch

**The next meeting will be *TUESDAY MAY 4, 2010 at 9:00 a.m.***

**Rescheduled to: *WEDNESDAY, MAY 5, 2010 at 9:00 a.m.***