

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

September 20, 2011 @ 9:00 a.m.

The Williams County Health & Safety Committee met on the above date in the Conference Room of the Williams County Commissioners Office.

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

MEMBERS PRESENT

Anne Retcher, Commissionees
Robin Kemp, Commissioners
Pamela Johnson, J&FS
Dawn Baldwin, 9-1-1/EMA
Kim Herman, Clerk of Courts
Patti Rockey, Records Center

Dennis Smith, Engineer
Art Chupp, Hillside
Tony Gonzales, Dept of Aging
Kim Shoup, Health Dept
Candy Scribner, Health Dept

ACCIDENT/INCIDENT REPORTS

Accident/Incident Reports prepared by Robin Kemp were reviewed.

SAFETY MANUAL REVIEW & UPDATE

Discussion was held in regards to putting the Manual on a CD.

Anne checked with Dayna and we can distribute the manual in the form of a cd.

- Robin Kemp made the motion to put the Safety Manual on a cd and distribute to departments.
- Seconded by Kim Herman and approved by all.

Once the CDs are ready – we will ask each department to bring their old manuals up to the Commissioners’ office and we will give them the CD in exchange.

Dawn thanked everyone for their time and participation in reviewing the manuals.

HEALTH FAIR

- 2011 Health Fair is set for November 3, 2011
- Updated Flyer looks good – and will be distributed
- The health fair will end at 9am instead of 10am

The following has confirmed attendance at Health Fair:

- Lab – Confirmed ✓
- EMS – Blood Pressure ✓
- Derma Scan – Candy Scribner, Health Dept ✓
- Fitness Assessment – CHWC ✓
- Glaucoma Screening –Dr. Kunsman ✓
- Height/Weight & BMI – Kathryn Knight, CEBCO ✓

- Table with various Health Information ✓
 - American Cancer Society ✓
 - Hearing Screening, Beth Schweitzer, Health Dept
 - Ear Exam – Mary Beth Burton, MCHA
 - Chiropractor – Dr. Schlade, Montpelier ✓
 - Local Food Health – Veria Frank
 - Food Planning (Breakfast)
 - CEBCO – Rep, Melissa Bodey ✓
 - Delta Dental – Rep, Holly Hicks ✓
 - Ohio Deferred Comp – Brent Tabler ✓
 - CCAO – Resp attending ✓
 - Aflac – Laurie Walkowski – will have info for table ✓
 - Great-West Retirement Services – Rep, Tonya Stockton ✓
 - Anthem – Rep is attending ✓
 - GenFed Credit Union, Matt Timbrook is attending ✓
- New Idea for this year’s Health Fair – Colon Exam – Take Home Test.
 - Will need to pick up prior to health fair and then bring with you to turn in at the health fair – cost \$5.00.
 - This info will be added to the flyer

October 7 – Flyers will be put in Paychecks

October 14 – Deadline for those who need kits – will be distributed to Dept Heads

October 26 – Deadline to Register

- Food
 - Art will check with Tom @ Hillside
- Set-up
 - Wednesday afternoon 2-2:30p.m.
- Volunteers
 - Check-list will be sent out to Elected Officials & Dept Heads
 -

JEANS DAY

- Dates & Organizations for 2011:
 - **September 2, 2011 – Lion’s Club – RAISED \$75.00**
 - Money will be earmarked for Williams County.
 - **November 4, 2011 – Cops with Kids**
 - Chief Arnold at Bryan PD has been contacted
 - Pay-Check inserts will be in October 21, 2011 Checks

- The Committee wants to be sure all employees understand each Organization. Information in regards to the above will be sent to all Elected Officials and Department Heads and will be posted on the Health & Safety Committee's website.

Black Swamp Meeting and Events:

- October 18** BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – BWC Update – Steve Buehrer
ROBIN IS ATTENDING
- November 15** BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Sleep Deprivation – Todd Davis
COMMUNICATIONS ATTENDING
- December 13** BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am
Topic – Holiday Banquet

Discussion:

- Wellness Grant
- Flyers will be put in paychecks once the manual is on website
- Will focus on 3 subcommittees once we get passed Health Fair

Meeting adjourned at 9:45 a.m.

Motion made by Tony Gonzales

Seconded by Dennis Smith and all approved.

The next meeting will be

TUESDAY October 18, 2011 at 9:00 a.m. (Went with 3rd week since
we will be off on Monday, October 10, 2011)