

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

August 13, 2013 @ 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	Jim Hicks, EMS
Candy Scribner, Health Dept	Pamela Johnson, J&FS
Dennis Smith, Engineer	Art Chupp, Hillside
Tony Gonzalez, Dept of Aging	Patti Rockey, Recorder

The meeting was called to order at 9:09 a.m.

The minutes from the prior meeting were reviewed. A motion to approve the minutes was made by Pam Johnson, seconded by Patti Rockey and unanimously approved.

**ACCIDENT/INCIDENT REPORTS**

Accident/Incident Reports prepared by Robin Kemp were reviewed.

June, 2013 – 6 incidents; 1 BWC claim

July, 2013 – 4 incidents; 1 BWC claim

Jim Hicks indicated that he has reminded the personnel at the Montpelier Senior Center to utilize EMS services as they are available if needed.

**JEANS DAY**

Robin will make sure that the paycheck flyers for the Christmas for Kids jeans day campaign are given to Cindy Mercer to be placed with paychecks.

**HEALTH FAIR:**

Date: November 7, 2013. Candy confirmed there will be no change in prices this year. Time: 7am – 9am

Candy has updated the flyer and registration form. A question was asked as to who prints the flyer and registration form and it was noted that the Commissioners office has done that in the past. Candy advised the hospital needs to have the registrations at least one week prior to the health fair which would be October 25, 2013. The flyers and forms will need to be in with the paychecks on October 4, 2013. It was noted that both the registration form and the email consent form could be placed on the county website for employees to access.

Candy has contacted the vendors who performed screenings last year. She does not have all responses back yet.

Art will confirm with Thom Dawson that Hillside will take care of the food as has been done in the past.

Candy advised she looked into the food drive for a local food pantry. Because of the difficulty in picking one entity to donate the food to, it was decided that we should hold off on a food drive at this time.

A discussion was held about putting the Christmas for Kids decorations in the eating area this year and also putting out cans for donations rather than the stockings that were done last year.

Set up for the health fair will be Wednesday, November 6<sup>th</sup> at 2:00 p.m.

#### TRAINING UPDATE:

Robin gave an update on the trainings for 2013. The fire extinguisher training is now completed and the committee is looking as possible training concerning incident awareness to be done through the Sheriff's Department.

#### **Black Swamp Meeting and Events:**

<b>August 20</b>	BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am Topic – Temporary Employees <b>ATTENDING: Pam Johnson</b>
<b>September 20</b>	BSSC Safety & Health Day (NCSS Atrium) 8 a.m. – 12:30 p.m. Topic – Train the Trainer <b>ATTENDING: Dennis Smith</b>
<b>October 15</b>	BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am Topic: The Value of Flu Shots, Jim Watkins <b>ATTENDING:</b>
November 19	BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am Topic: Stephen Buehrer <b>ATTENDING: Patti Rockey</b>
December 10	BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am Topic: Holiday Banquet <b>ATTENDING: Robin Kemp</b>

#### OTHER TOPICS FOR DISCUSSION:

There will be a flu shot clinic held on the fourth floor of the Courthouse on October 11, 2013 from 8:30 – 10:00 a.m.

There being no further business to come before the meeting, a motion to adjourn was made by Patti Rockey, seconded by Pam Johnson and unanimously passed. The meeting adjourned at 9:38 a.m.

**The next meeting will be**

***TUESDAY, October 8, 2013 at 9:00 a.m.***