

**REGULAR MEETING**  
**WILLIAMS COUNTY HEALTH & SAFETY COMMITTEE**  
June 10, 2014 @ 9:00 a.m.

The Williams County Health & Safety Committee met on the above date at the Williams County Community Offices Building at 1425 East High Street, Bryan, Ohio.

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

**MEMBERS PRESENT**

Robin Kemp, Commissioners  
Dawn Baldwin, Communications  
Art Chupp, Hillside

Dennis Smith, Engineer  
Kim Herman, Clerk of Courts

The meeting was called to order at 9:05 a.m.

The minutes from the prior meeting were reviewed. A motion to approve the minutes was made by Kim Herman, seconded by Dennis Smith and unanimously approved.

**ACCIDENT/INCIDENT REPORTS**

Accident/Incident Reports prepared by Robin Kemp were reviewed.

April, 2014 – 4 incidents; 0 BWC claims

June, 2014 – 3 incidents, 2 BWC claims

**JEANS DAY**

A discussion was held concerning jeans day campaigns for 2014. Robin will prepare flyers for distribution.

**HEALTH FAIR:**

The 2014 Health Fair will be held on November 6, 2014 from 7:00 a.m. – 9:00 a.m. Robin reported that Tori Sinclair, Wellness Coordinator for CEBCO, will be in attendance at the health fair.

**TRAINING UPDATE:**

There was no training update. Robin indicated she will talk with Sheriff Towns about A.L.I.C.E training.

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

- July 15** BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am  
Top 10 Electrical Violations in Ohio  
**Attending::** David Downs
- August 19** BCSS Monthly Safety Luncheon (Voinovich Auditorium) 11:50am  
Fall Protection  
**Attending:**
- September 19  
(Friday)** BCSS Monthly Safety Luncheon (Voinovich Auditorium) 8:00 am  
Personal Financial Stress & Impact on Work Safety  
**Attending:**

### OTHER TOPICS FOR DISCUSSION:

A discussion was held concerning fire alarms/fire drills. Robin indicated she has spoken with Chief Siders about the procedure and whether the county is required to conduct fire drills. Chief Siders indicated that fire drills are not required by code, but gave information on how a policy/procedure should be set up in the event of a fire. Robin will speak with the Commissioners about this.

There being no further business to come before the meeting, a motion to adjourn was made by Kim Herman, seconded by Art Chup and unanimously passed. The meeting adjourned at 9:45 a.m.

**The next meeting will be *TUESDAY, August 12, 2014 at 9:00 a.m.* at the Williams County Community Offices Building.**