



**Police Department Safety Committee
March 25, 2010
Minutes**

Meeting called to order at 2:35PM.

Present: Mike Brunn, Aaron Zemlock, Todd Drew, Chuck Sahr, Mark Mauthe

Absent: Sue Nett, Dave Jagla, Beverly Sawyer

A. Motion to approve minutes from January 27, 2010 meeting made by A. Zemlock and seconded by M. Brunn - Motion carried.

B. Old Business

1. Respiratory Fit Testing (CRT) – To be scheduled with a CRT meeting
2. Revised Safety Manual – T. Drew informed committee that draft may change due to receipt of CVMIC model policy.

C. New Business

1. Monthly Safety Topic – e-mailed to C. Sahr – topic was posted
2. Injury Review – no injuries to report
3. CVMIC Reports / MOD Ratings – discussed. C. Sahr raised question regarding risk assessment process – T. Drew to research and respond.

D. Training

1. Yearly updates – discussion of annual refresher training including HAZ Comm. T. Drew raised the issue of audit and updates to MSDS Book, which must include outside cleaning crew. Question also raised about Hispanic speaking workers. T. Drew to research, however the responsibility of providing Hispanic MSDS sheets will fall on the contractor. English versions will also be required.
2. Difficult Customer / Diversity Training – T. Drew to consult with P. Captain regarding the intent to have all PD attend vs. select PD employees. T. Drew to inform M. Brunn.
3. Additional Training to discuss – No issues were raised.

E. Meeting adjourned at 2:55 PM. Motion to adjourn made by C. Sahr second A. Zemlock.