



PUBLIC WORKS / PARKS DEPARTMENT SAFETY COMMITTEE
October 25, 2011
MINUTES

Meeting called to order at 9:10 AM

Present: Adam Alix, Todd Drew, Jim Julius, Vince Maas, Sue Nett, Jeff Nieland, Brian Tungate, Tim Jacobson, Mark Radtke, Ken Popelka

Absent: Kevin Schmahl, Pamela Captain, Corey Gordon

Approval of Minutes – Motion to approve minutes from the September 27, 2011 meeting made by V. Maas second J. Nieland

A. Old Business

1. **EOEP Maps** – Jefferson Park Bathhouse – Locations marked by V. Maas, maps returned to C. Gordon to generate final maps.
2. **Maintenance Shop Ventilation Issue** – No progress
3. **Update on Jefferson Park Pool Electrical Issues** – Conduit above sinks has been disconnected. Electric panels in both janitor rooms have been secured shut. Lines were found to be energized.
4. **Maintenance of Eyewash Stations and Fire Extinguishers** – Mike Resch has been assigned the maintenance on the eyewash stations and monthly checks on fire extinguishers.

B. New Business

1. **Monthly Safety Topic** – “When in doubt...Drill it out!” was distributed and discussed. Topic discussed fire safety which was in conjunction with October Fire Safety Month.
2. **Injury Review** – No Injuries
3. **Public Works Facility Walk Thru** – Refer to Walk Thru report (provided)
4. **New Items for discussion**

B. Training

1. **Fire extinguisher training** – Training schedule
2. **Confined Space Training** – Training was seen as very good and valuable rule. Certain items such as pre-use testing of air monitoring meters were discussed. T. Drew also requested that another person preferably someone on the sewer crew be cross trained in calibrating / bump testing the 4 gas air monitoring meters.
3. **Hearing Screening** – schedule pending – late November – December.

4. Other new training items or concerns- T. Drew to provide safety training to 2 new DPW employees as soon as possible.

D. Adjourn: Motion V. Maas second A. Alix - Meeting adjourned at 11:05am following Public Works Facility Walk Thru.