



City Hall Safety Committee Meeting

March 1, 2012

Minutes

Meeting called to order at 2:15 PM

Present: Tom Stoffel, Sue Nett, Vicki Lenz, Todd Drew, Adam Alix

Absent: Kristi Heim, Pam Captain, Kate Clausing

A. Motion to approve minutes from February 2, 2012 made by V. Lenz second S. Nett . Motion approved.

B. Old Business

1. **Safety Manual** – Submitted to council for final approval
2. **City Hall** – A. Alix to check on a sign for the parking lot entrance (handicap entrance in front of building).

C. New Business

1. **Monthly Safety Topic** – “Doing your job Safely and right, Can lead to a future That is positive and bright.” Topic was distributed and discussed
2. **Injury Review** – No injuries
3. **City Hall First Aid Kit** – one kit in basement A. Alix will have kit replenished.
4. **Additional new items for discussion-** no new items

D. Training

1. **Hearing Screening** –. April 5 @ Health Department parking lot
2. **Annual training items** –. All items on the intranet to be completed – those who did not attend Haz Comm should also take intranet version
3. **Classroom Hazard Communication (Employee Right to Know) Training-** Good training – informative
4. **Additional training items for discussion-**

E. Motion to adjourn at 3:05PM made by T. Stoffel second A. Alix