



**Public Works / Parks Safety Committee
October 23, 2012
Minutes**

Meeting called to order at 9:05 AM.

Present: Jim Julius, Tim Jacobson, Jeff Nieland, Ken Popelka, Vince Maas, Kevin Schmahl, Sue Nett, Adam Alix, Corey Gordon, Brian Tungate, Todd Drew,
Absent: Mark Radtke, Pam Captain

Approval of minutes from September 24, 2012 motion by V. Maas
and seconded by A. Alix Motion carried.

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that IT was working on a data base for MSDS sheets and that computer could be made available to Parks. Drew reported that books did not need to be in all pavilions; required that information is easily accessible. Computer at Public Works Facility is sufficient to meet the requirement of the Haz Comm standard (CVMIC).
2. **DPW/Parks** – 6 month progress follow-up walk thru at Public Works Facility to be conducted in November. November meeting to be conducted at PW Facility.
3. **Summer Help Training** – Orientation session options/ additional discussion
 - eLearning through CVMIC to be possibly used for internet pre work season training.
 - Driving practical training
 - Parks will conduct separate training on the use of their equipment.
 - Safe lifting and other supported safety training to be conducted during this training.

C. New Business

1. **Monthly Safety Topic distributed.**
 - "Flammable fumes and a source of ignition Could put you in a critical condition."
2. **Injury Review.** None
3. **Issue related to front loading leaf collection vehicles-** Refer e-mail regarding recent issues re: hitting pedestrians in Sheboygan and Neenah. T. Jacobson stated he was communicating with local legislators about impacts of the State patrol removing these units from service. State Patrol will be contacted to assess Menasha vehicles. Menasha units have minimal visual barrier on passenger side and a second person on the ground with the hose. Update to be provided in November.
4. **Automated recycling truck schedule-** A concern was raised regarding the automated truck schedule going back to 2 weeks. Discussion was that the 1 day schedule was recommended until the truck was retro fit to allow seated operation.

D. Training

1. **Hearing screening training.** Reminder to have employees complete the online training. Drew to check list for completions.
2. **Safety Manual Training** – Reminder to have all staff read the manual and complete the quiz.
3. **Excavation Refresher Training** – CVMIC 9/25/12 – Training was considered a good refresher.
3. **Other new training items or suggestions** - Drew discussed upcoming respirator fit testing; requested 2 dates be set to fit test all employees with respirators

E. Motion to adjourn at 9:55 AM made by J. Julius and seconded by C. Gordon. Motion carried.