



**Public Works / Parks Safety Committee
April 23, 2013
Minutes**

Meeting called to order at 9:05 AM.

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

Approval of minutes from March 26, 2013 motion by P. Captain second M. Radtke. Motion passed

B. Old Business

1. **MSDS Sheets electronic program / book availability** – Drew reported that CVMIC is proposing to purchase a MSDS / Haz Comm program which will be available to members. Purchase is pending CVMIC approval likely 2014. Consensus was to wait for CVMIC and put in-house program development on hold.
2. **Leaf Truck – Significant Program Award-** T. Drew will coordinate with employees involved in retro fitting the leaf truck to put together a submission for a CVMIC Program Award. Submissions are due in July.
3. **Public Works Walk Thru** – Quote was requested from McMahon and Associates to calculate the load rating of the cold storage mez.
4. **Bucket Truck anti-slip mat-** rubber mat installed

C. New Business

1. **Monthly Safety Topic** – “Be Aware Danger Lurks out There” regarding citing and reporting suspicious behavior at the work place and in the community.
2. **Injury Review.** – Four injuries reported which covers the past 2 months:
 - Employee strained knee climbing down from a ladder following hanging a sign – Parks Dept. Recommendation: maintain awareness of your surroundings
 - Employee strained back while trying to remove a heating unit. Employee was attempting to lower a heating unit down to the top rail of a scissors lift, when the heating unit shifted.

Employee strained back when he attempted to catch the unit with his leg. Medical attention and lost time resulted.

Recommendation: Use proper engineering controls to handle items such as this.

- Employee strained back while trying to push a dumpster (filled) through snow and ice. Recommendation: Predetermine path, use proper pushing technique, use 2 man if necessary, use other engineering controls. Employee anticipated medical attention as a result of the injury.
 - Employee tripped injuring wrist while operating the chipper. Possible medical attention cited none to date. Recommendation: Maintain awareness of surroundings at all times.
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3. **Other new items for discussion** – Request for a safety assessment of the office at the City Garage – customer counter. A. Zemlock MPD will conduct audit, report in May.

D. Training

1. **Hearing screening** – distractions cited, talking, opening and closing doors, etc.
2. **Rigging Training** – Scheduled for April 16th @ 7:30am at the Library in the Company E Room. Training will be conducted by All Lift Systems and will last approximately 2 hours.
3. **Respirator Fit Testing** – Drew requested that 2 sessions be set up and the crew split – sign ups.
4. **Summer Help Training** – Summer Help Training – CVMIC e-learning will not be ready in time. Drew will provide a link to HR to include with initial summer help information. Training should be completed prior to or on the first day.
5. **Other Training Items or Suggestions** – Fire Extinguisher Training, Confined Space Training, Lifting Training – Drew will schedule trainings/refreshers.

E. Motion to adjourn at 10:15 AM made by A. Alix and seconded by P. Captain -