



**Public Works / Parks Safety Committee
March 26, 2013
Minutes**

Meeting called to order at 9:05 AM.

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

Approval of minutes from February 26, 2013 motion by C. Gordon second R. Losselyong. - Motion carried with correction.

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 June.
3. **Public Works Walk Thru** – Quote was requested from McMahon and Associates to calculate the load rating of the cold storage mez.
4. **Diggers Hotline Locates Procedure-** discussion regarding digger's hotline locates and checking the sheet to make sure locates are done prior to digging. Issue had been cited recently. Drew requested issue be discussed with all DPW/Parks employees.
5. **Bucket Truck anti-slip mat-** V. Maas researching options.

C. New Business

1. **Monthly Safety Topic** – distributed and discussed
2. **Injury Review.** – No injuries reported from Parks / DPW injuries to be reviewed in April.
3. **Other new items for discussion** – No new items discussed

D. Training

1. **Hearing screening** – Scheduled for April 4 at the Health Department. Sign-up sheet is posted
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. **Other new training items or suggestions** – Summer Help Training – Drew will contact CVMIC re: status of their e learning program which would cover summer help – report in April. Summer help training is to be completed prior to the first day. If CVMIC's program is not ready Drew will provide link so that summer help can complete training on line. Trainings will be dependent upon position. Safety Manual, PPE and Haz Comm will be required at a minimum.

E. Motion to adjourn at 10:15 AM made by P. Captain and seconded by M. Radtke - Motion carried.