

Safety Committee Meeting
Logan County Courthouse
November 19, 2012

Present: Bret Aukamp; Alana Sorrentino; Shana Altman; Dan Fulscher; Dennis Reves (10:10 am); Pat O'Neill

Absent: Jan Schumacher; Andy Meister; Steve Nichols; Bob Farmer; Mike Harberts; Marci Eads; Julie Parker; Vicki Dugan; Mary Kelley

Guests: Pamela Meagher

Mr. Aukamp called the meeting to order at 10:08 am.

A motion was made by Mr. O'Neill, seconded by Mr. Fulscher, to approve the minutes from the September 10, 2012 meeting as printed. Motion passed.

Old Business:

- 1) Fire inspections: Mr. Reves showed the committee the exit lights that he purchased for installation in the courtrooms. He also purchased ballasts on the third floor for backup lighting, but has since learned there are problems with the units. He is currently considering the installation of backup lights similar to those already installed in the stairwells. Joe Fitzpatrick is scheduled to perform the installation. The committee agreed that he could purchase the backup lights in place of the recommended ballasts, per previous approval by this committee.
- 2) Safety manual: Mrs. Meagher reported this is actually an appendix to the Emergency Operations Guidelines. She updated the pages relating to reporting of incidents involving bodily injury or property damage in order to clarify the process. Mr. Aukamp questioned the language indicating the Safety Committee would review claims on a quarterly basis. Mrs. Meagher felt some claims should be reviewed by this committee if they involve safety issues that could prevent future claims. However, other claims would probably need to be reviewed by the Insurance committee when they involve coverage or eligibility issues. She will discuss this with Mrs. Schumacher and get her recommendations on any further amendments to this appendix.
- 3) Safety grant: This will be kept on the agenda for the next meeting.
- 4) Training: Mr. Fulscher discussed his vision on how the spring training would look. This could potentially be held in April. He suggested Mrs. Schumacher could discuss the purpose of the meeting and the Emergency Operations Guidelines. Mr. Fulscher and Mr. Storer could speak about emergency procedures/evacuations. He then recommended the Sheriff speak regarding law enforcement issues/procedures. He also requested Mrs. Meagher be included to address the process involving work-related incidents and injuries. Ms. Sorrentino could discuss haz-mat issues and Mrs. Altman could discuss employee health/welfare issues. The committee expressed a desire to keep the meetings short and manageable. He recommended the group travel to each County location for the training to ease the burden on the employees/departments.
- 5) Active shooter training: This item will be held on the agenda for future discussion.

New Business:

- 1) None

A motion was made by Mr. O'Neill, seconded by Mrs. Altman, to adjourn the meeting. Motion passed. Meeting ended at 10:30 am.