

Safety Committee Meeting
Logan County Courthouse
June 17, 2013

Present: Jan Schumacher; Gene Rohlf; Pat O'Neill; Bob Farmer; Dennis Reves; Dan Fulscher; Alana Sorrentino; Shana Altman; Bret Aukamp; Vicki Dugan

Absent: Steve Nichols; Mike Harberts; Julie Parker; Mary Kelley

Guests: None

Mrs. Schumacher called the meeting to order at 10:07 am.

A motion was made by Mr. Rohlf, seconded by Mr. Fulscher, to approve the minutes from the May 9, 2013 meeting as printed. Motion passed.

Old Business:

- 1) Training: The committee discussed the recently completed training sessions. Mr. Fulscher reported the discs have been received. The Powerpoint will be added and will be available for distribution and use by July 15th. Mrs. Schumacher will send an e-mail to department heads reminding them that employee sign-off sheets should be retained in their files and providing information on completion of the training by employees who were absent during the original training sessions. She will also provide a list to Mr. Fulscher of the individuals who should receive a training disc. Mr. Storer will visit each department to confirm they have established their "safe place" and provide a general overview of responses to each type of emergency. Any remaining emergency backpacks and clean-up kits will be distributed during his visit.
- 2) Panic button at John Logan building: An estimate was received for approximately \$2,000 for installation of a panic button at the John Logan building. A system was recently installed at Animal Control at a much lower cost. Mr. Reves will do additional investigation into the difference in cost.
- 3) Continuity of operations plan: This is a requirement by the Department of Justice as a result of the County's audit. Mr. Storer will work with each department head to develop the plan for each office for presentation to the County Board for approval.

New Business:

- 1) None

A motion was made by Mr. Fulscher, seconded by Mrs. Dugan, to adjourn the meeting. Motion passed. Meeting ended at 11:12 am. The next meeting is scheduled for Monday, August 5th at 10:00 am.