

Glenn County Safety Committee Meeting Minutes

July 28, 2010

Present: Dee Azure, Sharra Deniz, Kandy Boualinhong, Norma Chavez, Suzi Kochems, Carolyn Ceccon, Susan Thurman, James Miranda, Sylvia Hoenike, Ruby Vasquez, Mark Marshall and Jennifer Peters.

1. **Review and Approve Minutes from May 2010 Meeting:** The May 2010 Minutes were reviewed and on motion by Sharra Deniz, seconded by Sylvia Hoenike, it was unanimously ordered to approve the minutes of the May 2010 meeting. Jennifer Peters followed up on the discussion from last month's meeting regarding the Sheriff's Department's LPIP request. Jennifer advised the committee that there was a communication issue on her part, which is why a representative from the Sheriff's Department was not at the meeting to discuss their request.
2. **Departmental Safety Concerns/Issues/Trainings:**
 - a. Jennifer advised the Committee that the company providing the nurse-staffed workplace injury reporting service through Golden State Risk Management will be changing. Medcor will be the new company which should be online around September 1st. Discussion ensued regarding Medcor and some of the changes, including automated Accident Investigation reports that will be sent out with the other documents. Jennifer advised the committee that she will keep them up to date on the status of Medcor and ensure that they have the new contact information.
 - b. Jennifer advised the committee that she did some research on the All Phone Page function for those departments that are on the phone system on the County core. She will follow up with departments individually on their specific information.
 - c. Suzi Kochems advised the committee that she has a very good chair representative that they use for ergonomic chairs. She will send his contact information to Jennifer to share with the committee.
3. **Safety Activity Report:** The Safety Activity Report for the months of May and June were reviewed, and discussion was held regarding the injuries, issues regarding late reporting, and measures to be taken to prevent future occurrences. Discussion ensued regarding injury trending, costs and accident investigations.
4. **Loss Prevention Incentive Program (LPIP)**
 - a. Jennifer advised the Committee there have been some changes with the LPIP Program. She noted that the \$50,000 that was awarded for FY 2010-2011 has been re-allocated to reduce the County's budget deficient, a portion of which was used to maintain a full time status of the Asst. Safety Officer position. She also advised the Committee that LPIP requests will first be reviewed by the Safety Officer (County Counsel) for their compliance with the program intent before being reviewed by the Safety Committee. Discussion ensued regarding the changes, recent requests that have been denied, specific guidelines for requests, as well as a request for the County Counsel to attend a future meeting for continued discussion.
 - b. The committee reviewed a LPIP request submitted by Norma Chavez from Child Support Services. The committee discussed the request. Sharra Deniz motioned to approve the request and Dee Azure seconded the motion. The motion passed unanimously. Discussion ensued regarding the possibility of Worker's Comp covering the requested purchase. It was recommended to attempt to purchase the request through Worker's Compensation if possible, if not the committee recommended the request for approval.
5. **Walking Program/Kits:** Jennifer advised the committee that she had the walking kits with her and would be distributing them. Discussion ensued regarding the walking program and a contest. Jennifer will type up the specifics and send out to all committee members. The program will run from August 1st through October 28th, with periodic updates, acknowledgments, etc.
6. **New Hire Orientation/Safety Booklet:**
 - a. Jennifer briefly discussed the booklet that was distributed and discussed at the previous meeting. She requested that committee members review the booklet and provide any input to her. Jennifer advised the committee that she would re-send the booklet as some members did not recall receiving it.
7. **Public Comment:** None.
8. **Next meeting** – September 22, 2010.