

# Glenn County Safety Committee Meeting Minutes

9/23/2009

**Present:** Sharra Deniz, Dee Azure, Tom Wong, Sandy Soeth, Suzi Kochems, Susie Halverstadt, Jackie Billings, Norma Chavez, Judy Ceccon, Susan Thurman, Carolyn Ceccon and Jennifer Peters.

1. **Review and Approve Minutes from August 2009 Meeting:** The August Minutes were reviewed and on motion of Sharra Deniz, second by Norma Chavez, it was unanimously ordered to approve the Minutes of August 2009. Jennifer Peters followed up on the following items from the August 2009 meeting and advised:
  - a. The CPR/First Aid Training would be switched to November and the Workplace Stress class would be moved to October. Discussion ensued regarding full certification classes versus re-certifications. A determination was made to hold the full CPR/First Aid Certification on Thursday, November 5<sup>th</sup> and the re-certification class on Thursday November 19<sup>th</sup>. Jennifer passed around a sample training flyer that she will develop each month for promoting the trainings. Jennifer noted she will send out the October Workplace Stress flyer to the Committee members.
  - b. Jennifer reminded the group of GSRMA's Annual Training day and noted that the registration form is now available online.
2. **Departmental Safety Concerns/Issues/Trainings:**
  - a. Suzi Kochems brought up an issue where a client's child was recently injured at HRA. She inquired as to the procedures other departments use in this type of situation. She asked if departments follow up with the client to make sure they are okay. The consensus of the group said they did not follow up with the client. Carolyn Ceccon noted that for their department it depends on the client and the incident. Sometimes they do follow up. Carolyn brought up a concern about providing copies of the Incident Reports to GSRMA that contain their client names. Jennifer will follow up on this and share what she discovers.
  - b. Jennifer noted that due to requests she had recently visited a few departments and provided a brief discussion on the County's safety program, what it is and why it is important. Jennifer asked departments to think about what things would make an impact on their department, did they need help with their safety meetings, was there a program that we don't have that they really need that would be a help, etc. What would give departments the biggest bang for their buck in their departments?
  - c. Carolyn Ceccon brought up the issue of the H1N1 and asked what GSRMA's policy will be regarding workers comp claims on workplace H1N1 exposures. Discussion ensued regarding the H1N1 virus. Carolyn Ceccon mentioned that it is a good time to do some infection control training. Jennifer referred to a short video she has entitled "Why we do it into our sleeve." That she will bring to share at next month's meeting. Jennifer asked if Public Health had some information/flyers that we could hand out to staff on hand washing, preventing the spread of viruses, etc. Public Health will get us some information to share with county staff.
3. **Safety Activity Report:**
  - a. Jennifer Peters reviewed the August Safety Activity Report.
  - b. Discussion was held regarding the types of injuries and what could be done to prevent them.
  - c. Jennifer provided a status update of the Defensive Driving program the Committee has been working on implementing. The program has been submitted to Personnel and to the Unions to review, prior to taking to the Board of Supervisors for approval and implementation. Discussion was held regarding Defensive Driving training and the issue of distracted driving.
4. **Injury and Illness Prevention Program (IIPP) and Code of Safe Practices (Continued Discussion):**
  - a. Jennifer reviewed the changes made to update the IIPP.
  - b. Jackie Billings moved to approve taking the revised IIPP to the Board for approval. Judy Ceccon seconded the motion. All committee members were in favor.
  - c. Discussion was held regarding the progress of departments with their departmental Code of Safe Practices. Jennifer noted that she sent out a policy that Suzi Kochems shared regarding employees that make home visits.
  - d. Jennifer will take this to the Board for approval.
5. **Loss Prevention Incentive Program Requests**
  - a. The one request for Loss Prevention funds was reviewed and discussion was held regarding the request. Sharra Deniz motioned and Carolyn Ceccon seconded a motion to recommend the requests for approval. All members present were in favor and the motion passed.

**6. Public Comment:** None.

**Next Meeting:** October 28, 2009.