



GLENN COUNTY PLANNING & PUBLIC WORKS AGENCY



John F. Linhart, Director
Willows, California 95988

Accident Safety Committee Minutes of November 3, 2010

Meeting convened at 12:19 pm with the following members present:

Jackie Billings	Jennifer Cannizzaro	Ken Dunn	Mike Biggs	Ricardo Valdez
Jane Roff	Steve Paillon	Andy Popper	Dean Miller	Miguel Vasquez
Brooks vonBargen	John Linhart	Doug Immoos	Maria Ehorn	Randy Murphy

Others Present: Jennifer Peters, County Safety Officer

1. INTRODUCTIONS:

Ms. Billings opened the meeting welcomed everyone.

2. ACTION ITEMS:

A. Review and Approve Minutes of April 7, 2010

On a motion by Member Roff, seconded by Member Ehorn, it was unanimously voted to approve the Minutes of April 7, 2010 minutes.

3. GENERAL DISCUSSION ITEMS:

A. MemberLink Training

Mrs. Peters provided user training for MemberLink and spoke about group trainings.

B. Accident Reports (review/prevention/correction)

C. Incident Reports (review/prevention/correction)

Ms. Billings reported reviewed a list of recent accident and incident reports.

Ms. Billings then noted that staff needs to be sure to print and sign name on all of the safety meeting and training sheets.

D. Maintaining Safety Compliance

Ms. Billings noted that several members are due to attend Harassment Training.

E. Fire Extinguisher/Safety Kits

Ms. Billings will be working to identify the locations of fire extinguishers and safety kits.

F. Member Recommendations

Ms. Billings asked for any recommendations for agency safety program. Mr. Linhart noted that the agency has a good safety record and that he would like to see that continue.

4. UNSCHEDULED:

Member Popper questioned the status of the walking program. Ms. Peters explained that the program is near the end and that she would soon be announcing the results.

5. NEXT MEETING:

April 6, 2011 at 12:00 PM

Meeting adjourned at 1:00 p.m.