GLENN COUNTY SAFETY COMMITTEE MEETING

BOARD OF SUPERVISORS CONFERENCE ROOM

MEMORIAL HALL BUILDING

February 26, 2014 @2:00pm

**Present:** Olivia Ramirez/Probation, Maria Ehorn/PPWA, Norma Chavez/DCSS, Debbie LaGrande/Assessor’s, Jim Miranda/Sheriff’s Office, Jennifer Peters/GSRMA, Brian Taylor/Ag Dept., Jolene Swanson/PPWA, Michelle Cavier/Personnel, Jamie Cannon/Personnel, Brenda Sites/DOF, Jamie Gannon/Public Guardian

1. Call to Order: Meeting was called to order at 2:00pm by Michelle.
2. Approval of Minutes: Jamie C. motioned to approve the minutes of the previous meeting; the motion was seconded by Jim.
3. Incident Analysis: Jamie opened for comments, Jim questioned why an incident was not appearing on the report provided by Jennifer/GSRMA, Jennifer stated that it had occurred before the dates of the incident analysis report therefore was not picked up. She will include it in the next report. There was discussion regarding three departments having injuries involving stairs with the response that we could use additional safety training in that area and possibly adding bright painted stripes to the stairs. Jamie C. will discuss further with Di and Matt at PPWA.
4. Open Forum: No comments
5. Loss Prevention Program: PPWA requested $3,500.00 for Evacuation Lift Chairs to be installed in Memorial Hall on the second floor in case of power outages and the elevator becoming disabled. Jamie G. motioned to approve and Olivia seconded the motion. Motion passed. In the future, all requests will be scanned and emailed to all safety members before the meeting for review. There is a limit of $5,000 per quarter and per department available. There was a submission of a request by the Assessor’s office and the Ag Dept. which will be reviewed at the next safety meeting.
6. Budget: No changes
7. NIMS/SEMS: Jamie C. asked if the trainings have been set up yet in the each department. The information pertaining to the trainings were emailed to each Dept. Head and to each safety member. In May Jamie C. will review the progress and for those that have not taken the online training, they will have to attend a mandatory classroom training provided by Lieutenant Miranda.
8. Other: Jennifer reported that there will be a Harassment & Ethics training on April 10, 2014 in Williams at Granzella’s. She will send additional information out. Handicapped parking around Memorial Hall was briefly discussed.
9. Next Meeting: The next Safety Committee meeting is scheduled for May 14, 2014 @ 11:00am at the Board of Supervisor’s Conference Room.

Adjournment: Michelle motioned to adjourn the meeting; the motion was seconded by Jamie C.