GLENN COUNTY SAFETY COMMITTEE MINUTES

BOARD OF SUPERVISORS CONFERENCE ROOM

MEMORIAL HALL BUILDING

November 13, 2013 @ 11:00 AM

**Present:** Jamie Gammon – Public Guardian; Norma Chavez – Child Support; Jolene Swanson and Maria Ehorn– Planning & Public Works; Susan Thurman – Health Services Agency; Dan Green – Human Resource Agency; Brian Taylor – Ag Commissioner & Air Pollution; Jennifer Peters and Tricia Alderman – Golden State Risk Management; Michelle Cavier and Jamie Cannon – Personnel Dept.; Ed Lamb – Dept. of Finance; Dana Baker – Assessor’s Office

1. Call to Order: Meeting was called to order at 11:00 AM by Michelle Cavier.

2. Approval of Minutes: Jamie Cannon moved to approve the minutes for August 14, 2013, with a correction to the minutes removing Jennifer Peters name from being present at the meeting; the motion was seconded by Jamie Gammon.

3. Incident Analysis: The claims review sheet was distributed and reviewed for incidents which occurred between 8/12/13 – 11/11/13.

4. Loss Prevention Incentive Program Requests: No requests were received for this quarter.

 Michelle Cavier applied for and received a $1000.00 loss prevention subsidy fund. Top Safety Handouts will soon be available to all employees via their email addresses.

5. Budget Update: Michelle Cavier distributed a budget analysis.

6. NEMS/SIMS Update: Jamie Cannon presented a roster that includes all active Glenn County employees. The roster identifies what if any ICS classes employees have completed.

7. Vaccination Update: The Hepatitis B vaccine is required by OSHA for some job classifications. Jamie Cannon and Grinnell Norton will produce a list of job classifications that required the Hepatitis B vaccine. Jamie and Grinnell are also working together on creating a Glenn County Blood Borne Pathogens Policy

8. MSDSS Discussion: MSDS changes will be coming into place. GHS will be replacing MSDS with training needed for all County employees. Everyone needs to be trained by December 1, 2013. Target Solutions can be utilized for the training or a tailgate training can be done.

 When tailgate trainings occur there needs to be a record kept that includes the agenda and sign in sheet.

9. ADA Compliance: Addressing ADA grievances as they come in.

10. Open forum for departmental safety concerns and issues: Brian Taylor reported that there was an incident at his office where a local farmer brought in a bag of what he thought contained mold. The bag was disposed of.

11. Other: Jamie Cannon spoke about the County Injury Illness Prevention Guide. The last time it was updated was in 2009 so it will need to be updated in the near future.

 LPI requests need to be submitted to Michelle Cavier by January 31, 2013.

12. Next Meeting: February 12, 2013

Meeting Adjourned at 11:51 AM