GLENN COUNTY SAFETY COMMITTEE MINUTES

BOARD OF SUPERVISORS CONFERENCE ROOM

MEMORIAL HALL BUILDING

February 10, 2016

**Present:** Michelle Cavier/Personnel, Tina Brothers/Ag Dept., Ed Lamb/Department of Finance, Susan Thurman/HHSA, Sheriff Rich Warren/Sheriff’s Office, Dan Green/HHSA, Jody Sammons/Coop Extension, Norma Chavez/Dept. Child Support Services, Kristen Pidcock/Air Pollution-Ag, Jolene Swanson/PPWA, Kandy Boualinthong/PPWA, Olivia Ramirez/Probation

1. **Call to Order:**

Meeting was called to order at 11:03am by Michelle.

1. **Review and Approval of Minutes:**

The minutes for November 18, 2015 meeting were approved as is. All present were in agreement.

1. **Incident Analysis Report Review:**

Jennifer Peters, GSRMA, provided to Michelle the Worker’s Compensation Claims report for review of incidents that occurred between 11/13/2015 to 2/4/16. It was reported that the safety topic was Slips, Trips, and Falls and none were noted during this period.

1. **Open Forum for Departmental Safety Concerns and Issues:**

Michelle shared that it is training time again for the NIMS/SIMS 100, 200, 700, reminding the committee that training is also available on Target Solutions. NIMS/SIMS 300 and 400 are class trainings for Supervisors. Michelle distributed a list of employees, by department, who are in need of the trainings.

1. **Target Solutions Training:**

Michelle distributed a handout from her meeting with GSRMA on Target Solutions, reporting it contains a list of what Target Solutions offers and how it works. Noting CPR training is on the list, Michelle mentioned that Glenn Medical Center borrowed the County’s CPR dummies and she will make plans to have them returned as it has been difficult to connect with them for training. The Bi-Annual Sexual Harassment & Ethics training provided by GSRMA for Managers/Supervisors will be in April at Granzella’s. Reminder to all that Top Safety is available on Target Solutions and can be used for tailgate/safety meetings.

1. **Budget Update:**

Michelle distributed the updated safety budget report noting the current balance of $33,750.56. Michelle also reported she will be completing the LPIP Application for the $50K with GSRMA.

1. **Loss Prevention Incentive Program (LPIP) Requests Discussion and Approval Process:**

Michelle distributed the Loss Prevention Incentive Program Requests for the quarter.

The following LPIP requests were approved by the committee:

1. Ag/Air – Carpet replacement. Michelle to verify balance of department allotment of $5,000/FY.

NOTE: It was requested by Ag/Air Department to check on building schematics regarding exits locations to verify they are in compliance pertaining to fire hazards (entrance of office through office with no exit). Jody Sammons reported that the 4H door bell has been installed. She said it’s working out great for them and is much appreciated.

1. **Next Meeting:**

May 11, 2016 @ 11:00 a.m. (**LPIP requests due by April 30, 2016**)

1. **Meeting adjourned**: @ 11:28am.