

WORKPLACE SAFETY BOARD
MINUTES
APRIL 24, 2012

Members Present: Clyde Bunch, Brad Burnett, Tim Krell, Paul Palazzolo, Robert Salmon, Colleen Swaim

Members Absent: Mark Kinnaman, Mike Long, Dave Mendenhall, Gray Noll

Others Present: Allen Alexander, Joe Bartolomucci, Greg Largent, Denise McCrady, Charlie Stratton

Chair Clyde Bunch called the meeting to order at 1:30 p.m.

Joe Bartolomucci, supervisor for the employee involved in Case 8 was present. Bartolomucci indicated that all employees are trained on equipment. The employee involved in this incident is a two year veteran and has had on-the-job training. There was also an orientation given by the dealer. The chipper has a mechanism to “spit out” branches; the employing was pulling when the machine was pushing. This chipped does have a safety bar to shut it down. While speaking with Bartolomucci, it was learned that there are 32 highway maintainers that can use this machine, and if there was enough manpower, this machine could be is use every day. The bulk use of this machine is November-March. No summer or seasonal employees use this machine.

Committee suggestions for Bartolomucci include:

1. Provide training every fall before brush cutting season/heavy usage starts. B. Salmon is to report to the Committee when this training for “Chipper Day” has been scheduled.
2. Have highly experienced employee run the machine, with the assistance of other employees. Always have the crew chief or foreman on site at all times chipper is in use.

Allen Alexander, supervisor for the employee involved in Case 11 was present. Alexander did indicate that the employee did receive medical treatment after the original paperwork had been filed and that there had been a pre-existing condition due to an auto accident. Alexander explained that the building is under the city code, but that the County handles the food inspection. Businesses do request, on occasion, request that a food program manager complete a pre-opening inspection or consultation, as was in this case.

Committee suggestions for Alexander include:

1. An addition to the inspector’s report form that includes notes regarding hazards on the premises (i.e., uneven stairs, poorly lit stairwell). This can be done by adding a third page to the report and placed in the establishment’s file.
2. Since inspectors complete inspections on a two year rotation, the outgoing inspector should debrief the new inspector on information regarding the establishment. The new inspector should always review the establishment’s file before completing an inspection.

Alexander will notify the Committee when the policy is enacted, will create form and will forward to Colleen, who will then share with the Committee.

Greg Largent, supervisor for the employees involved in Case 12 and Case 15 was present. In Case 12, the employee was responding to a call in the field where a stray dog had been shot with arrow was not able to enter the AC truck on its own. The Committee questioned on whether assistance should have been called in. Largent indicated that the incident took place 12 miles outside of Springfield and that medical assistance was needed right away. The Committee asked if Largent has initiated the policy that was suggested to him at an earlier meeting on requiring employees to ask for assistance. Largent responded that he is working on the policy, but it has not been established at this time. Largent indicated that the policy would not have helped in this instance.

Suggestions made by the Committee included:

1. If it is known that an animal is injured, two AC officers should be sent on calls.
2. Possibly use ramps or a lift to load animals. Pricing on the cost of a lift is to be checked into.

Largent will monitor over the next month to see if it is feasible to send two AC officers out on a single call.

On Case 15, Largent reported that the AC officer was removing an animal for the AC truck at the AC Center, when the animal bit the officer. It was noted that the employee had gloves, but chose not to wear them. The employee was instructed to wear the protective gloves and if they were not efficient, he was to report that to the supervisor. All officers are given leather gloves. Kevlar gloves, which are puncture/cut resistant, have been ordered. Officers also have tasers. Currently, the department has eight tasers, but have requested seven more.

Suggestions made by the Committee included:

1. Remind employees to follow safety guidelines. If they do not, disciplinary action is to be taken.

Largent was also questioned on past recommendations regarding the posting of signs on the fenced area outside the center. Also, Largent was questioned regarding the possibility of altering the hours the center is open to the public. Palazzolo asked that Largent have his leadership team to look at the possibility of opening a half hour later and to speak with Jim Stone regarding this. Bunch indicated that at the last Public Health Committee meeting that it was determined to reduce adoption fees by \$30 during the time period between Memorial Day and Labor Day. The change in hours could coincide with the change in adoption fees. Largent has been requested to report back to the Committee on the policy regarding AC officers requesting assistance, the posting of signs on the fences outside the facility, and the change in public access hours.

Due to extenuating circumstance, the review of Case 14 has been postponed.

Since the supervisor for Case 5 did not attend, the request for their appearance will be extended for the June meeting.

Palazzolo addressed the Committee regarding a request made by the legal team. It has been expressed that Committee members are to treat all information given to them in these meetings are to be kept confidential and are not be expressed to fellow employees and the public.

A motion to approve the minutes of the March 25, 2012 meeting was made by Tim Krell and seconded by Brad Burnett. Motion carried.

A motion to adjourn was made by Tim Krell and seconded by Bob Salmon. Motion carried.

Meeting adjourned.