

MINUTES OF THE DODGE COUNTY SAFETY COMMITTEE

 COPY

December 18, 2019

Meeting began at 11:08 am with the following members present: Lon Strand, Micki Gilfry, Tim Walter, Steve Hespen & Jean Andrews NIRMA contact person and Tom Smith, Dodge County Emergency Manager.

OLD BUSINESS:

Due to the flooding in Dodge County and the time it and FEMA have taken away from everyone we did not get a tornado drill scheduled in 2019. We went ahead and just scheduled the next tornado drill to be on March 27, 2020. We will do it late in the day about 4pm. We will not let the offices know the exact time of the drill but we will put out a notification of the day that also states we are sorry for any inconvenience this may cause your office.

Tom felt the best way to conduct the tornado drill was to have the emergency notification go off and go to the weather radios. Since they are fairly inexpensive he will order a radio for each floor and it will be place in the office where the Emergency Response Plan Floor Captain is located. A NIRMA Asst. application will also be looked into.

The current security badges to get around security expire as of 12/31/19, to date Tom said the reissuance of them is going well and he has already issued about 100 new cards. Everyone will need a new card by the 1st of January 2020.

Lon, Tim and Tom were going to walk the courthouse and address any concerns that were brought up by the Emergency Action Plan aka EPA. Due to the flooding in March this did not happen, they will again try and get together to make this happen.

NEW BUSINESS:

Dodge County had no accident or injuries this quarter. This brought up discussion about 1st aid kits. Each office has a small 1st aid kit and the Treasurer's office currently has a larger 1st aid kit. Tom would like to see a larger 1st aid kit also in the basement and it was suggested that we check into having one at each of the 4 road sheds. This service is provided currently through Zee Medical.

The safety committee went ahead and also scheduled a fire drill for May 29th at 4pm. A letter will go out for this drill and it will be conducted again at about 4pm. Tim will sound the fire alarms on that day.

Safety Committee meeting dates for 2020 were approved with a meeting scheduled every quarter.

With no other new business being brought up, the meeting adjourned at 11:42 am until the next safety meeting on March 25, 2020.

Respectfully Submitted

Micki Gilfry
Secretary

Agenda Item # 34d.
Date JAN 15 2020