



## MINUTES

January 9, 2019

### ATTENDEES:

Amanda Friesz – Risk & Benefits  
Lisa Timms – Health Department  
Eric Seitz – Central Services  
Nick Holloway – Office of Emergency Management  
Chance Hiday – Detention  
Janice Goldsby – Technology  
Jeff Darrah – Animal Control

1. RAVE update – Nick Holloway
  - a. **Nick gave a brief update on the RAVE Alert system. Discussed that so far only 68 employees have signed up.**
  - b. **Nick addressed numerous questions from attendees as to how the system will function.**
  - c. **Nick discussed the one page summary of the RAVE Alert system. The one page summary will be uploaded to the Risk and Benefits homepage under the safety tab.**
  - d. **RAVE Alert will remain on future Safety Committee agendas as the system goes into effect as a means for departments to discuss implementation into policies and address questions that arise.**
2. Work Comp Reports
  - a. Overview of Results
    - i. **We discussed the Work Comp reports that Amanda generated. We did not get much time to look over the reports. The reports will be discussed in more detail at the next Safety meeting in March.**
3. Winter Accident Prevention
  - a. **We discussed plans for slip, trip, and fall prevention. Each office has an ice melt bucket by the front door. If you notice the ice melt is getting low, please contact maintenance. Also, please report any slick or icy areas to maintenance asap.**
4. Winter Driving Safety
  - a. **Safety kits for each motorpool vehicle**

- i. **Each of the 7 motorpool vehicles now have a safety kit that includes 1 snow shovel, blanket, flashlight, first aid kit, and jumper cables. Lisa Tims suggested that we look consider putting litter or dirt into the vehicles.**
- 5. **Department Safety Updates**
  - a. **Lisa Tims inquired about the status of the autocad drawings for each building. Amanda was going to talk with Erica to find out the status.**
  - b. **At future meetings, Amanda will provide work comp reporting.**
  - c. **We are actively recruiting from unrepresented departments.**
- 6. **Planning for future meetings**
  - a. **Next meeting will be March 6, 2019 @ 2:30 p.m. in Conference Room 118 at 223 W. Alder.**
  - b. **Future meetings (following March meeting) will be held at other locations.**