

**CITY OF ELK RIVER
SAFETY COMMITTEE
HELD AT FIRE STATION #2
MINUTES OF WEDNESDAY, JULY 17, 2013**

The Safety Committee meeting began at 1:30 p.m.

Members present: Jeff Smith, Fire and Building Safety; Laura Estby, Ice Arena; Amy Borst, Parks; T. John Cunningham, Safety Coordinator; Jennifer Johnson, Administration; Gary Lore, Building Maintenance; Steve Benoit, Recreation; Vickie Berg, Liquor Stores; Lauren Wipper, Human Resources

Members absent: Paula Schwichtenberg, Fire Department; Pete Nielsen, Water; Mike Thiry, Utilities; Kevin Beadles, WWTP; Bob Kluntz, Police; Joe Pipenhagen, Streets

1. **Approve the June 19, 2013, Safety Committee Minutes**

Approved.

2. **Anoka Tech Update**

Chief Cunningham discussed scheduling the mandatory training for some time in September or October. He commented that the Community Development department had scheduled 3 staff development trainings through the city's employee assistance program, Optum, and he'd heard good feedback so far.

4. **Safety Training**

Chief Cunningham there was no update for safety training.

Ms. Borst asked for an update as to when the Behind-the-Wheel training would be scheduled, as employees were on a rotating schedule and she will be required to receive training this year. Chief Cunningham stated it would be possible to schedule training for October or November of this year.

5. **Accident Reviews**

Unknown date: "This employee, a police officer, has experienced a Standard Threshold Shift (STS) in the recent annual hearing screening. A retest confirmed a significant loss of hearing in employee's right ear. A STS occurs when the change in hearing from the employee's baseline (1st test recorded) exceeds certain levels."

Ms. Wipper explained this incident, noting a First Report of Injury was filed (an OSHA requirement). The Safety Committee had no further recommendations.

June 4, 2013: "Employee was lifting a ladder into the back of a truck. The ladder slipped on one of the rungs, hit the employee's right knee."

After discussion, the Safety Committee had no further recommendations.

June 13, 2013: "Officers responded to an out of control male at a business. Employee arrived and located the male who fled on foot. Upon catching up to suspect, suspect was taken down

onto a tar & gravel covered roadway. Handcuffs were applied & the suspect began to struggle and wrestle on the ground. Employee continued to attempt to control suspect. Struggle ensued for several minutes before control was gained. Employee suffered scrapped knees and stiff and sore left arm.”

After discussion, the Safety Committee had no further recommendation.

June 20, 2013: “Employee was stepping down from running board of Engine 3. Stepped wrong and twisted left ankle.”

The Safety Committee reiterated the 3 point stance but had no further recommendations.

July 13, 2013: “Employee was getting out of bed to respond to a fire call. Felt a pain in back and couldn’t move or get off the floor.”

Mr. Smith explained the firefighter was transported by ambulance to the hospital later in the morning, and experienced back pain that radiated down into their leg.

It was discussed that for on-call firefighters, their work period begins as soon as the pager goes off, as determined by the Minnesota Department of Labor.

After discussion, the Safety Committee had no further recommendation.

6. Department Concerns/Updates

There were no concerns from any departments present for the meeting.

Chief Cunningham reviewed the facilities checklists.

7. Old Business

Chief Cunningham provided an update on the online MSDS subscription service that was recently implemented and stated Gary Lore will be the project leader. He stated he would be asking for input from members of the safety committee during the implementation process.

Ms. Estby asked why the online program would be more beneficial and commented how difficult it could be to access an online database during an incident. She also noted how large the Arena MSDS book had become with many products no longer in use at their location.

Chief Cunningham stated employees could quickly access critical MSDS information via the 800 telephone number of the subscription service. He stated that during the program implementation, MSDS sheets that are no longer relevant will need to be pulled from the book and archived. Only current, relevant MSDS sheets for products currently in use at that location should be in the book.

8. New Business

There was no new business. Chief Cunningham asked that employees be reminded to safe by staying cool and hydrated during these days of high heat and humidity. He commented that there are supplies to keep employees cool, such as misting fans and cooling towels, to name a few.

9. Adjournment

There being no further business, the meeting of the Elk River Safety Committee was adjourned at 2:55 p.m.

Jennifer Johnson
Recording Secretary