

Safety Meeting Minutes March 28,2019

Those in attendance were: John McCurdy, Mark Lander, Karen Mauer, Alexis Fleener, Ashley Cox and Dee Holtz

Old Business:

Update on the security camera and card key access. Feld Security has started installation at the Council Bluffs Bus barn. The main office here is on hold for installation until construction is completed where the building was hit; due to the servers having to be relocated at this time.

Discussed the Cyber Security Strategy; continue working towards building a file room that could be secured at all times.

Karen and Alexis discussed their findings when they did an inspection of the building looking for safety issues. There were some findings and these will be addressed with the appropriate departments.

New Business:

Review of Incident/Accident reports:

Two incidents that drivers were involved hitting a deer in foggy weather; both drivers were driving slowly because of the weather, no fault in either incident; educated about the importance of driving in adverse weather conditions.

Driver was driving past a parked vehicle was too close and took off the extended mirror on parked vehicle. Driver will lose their safety pay. Driver was educated about if in doubt about the space wait for oncoming traffic to pass before proceeding.

Driver clipped the front fender of a parked car as they were pulling in to a driveway to pick up children. There were children on the bus, no injuries were reported. Transit Director contacted all of the parents of the children that was on the bus and informed them of what happened. Driver was faulted for hitting a parked car and will lose their safety pay. Driver educated that if a car is parked in the way of getting into a driveway it is better to stop in the street and turn all the lights on and let the children walk to the bus.

Driver collided with another vehicle as they were both turning; our vehicle received significant damage and was a total loss; again weather played a part in this as it was foggy. It has not been determined yet if anyone was at fault; will get this information before the next safety meeting. Driver educated about using all precautions during adverse weather.

Building incident update; they brought the roll off today, should begin demolition tomorrow. Discussed the dust in the air since the incident; will contact Camblin's to change the filters on the roof, new filters have been ordered for the air purifier. John reported that there are safety grants that the City of Atlantic could apply for to put up a guard cable along the highway for some protection; as this is the 2nd time our building has been hit with a vehicle.

Severe weather plan will be discussed at April Staff meeting. We will plan on having a fire safety training in June for employees.

Reported that there was 2 incidents in one week that resulted in 9-1 hang ups with the SWIPCO phone lines; will educate SWIPCO employees that they do not have to dial 1 for long distance, you can just hit 9-712-895-3612 (example).

