

## Safety Meeting Minutes 1/14/2021

Those in attendance: John McCurdy, Mark Lander, Daurine Petersen, Tracy Clark and Dee Holtz

Not able to attend Karen Mauer and Matthew Lee

### **Old Business**

- Ashley from Occupation Health has come out and assessed what our Transit Drivers job description are for completing the PCP test. It has been recommended to change how our employees perform this PCP test. The PCP test is required upon hiring and retesting every 5 years. Mark Lander is going to have his PCP test next week and will report on how that went. After Mark has completed the new PCP test, we will discuss that what we will have to amend the original PCP expectations and change job descriptions.
- Daurine is going to contact Karen to see if she can complete her IMWCA training. This will be after Daurine is finished with the EEO training that will take place next week.
- Mark and Ray will continue to work on the items that need fixed for the safety inspection as time allows.

### **New Business**

- Mark Lander is educating the drivers about the face time that was added to there I pads. This feature is only to be used in emergency enabling the driver to be able to call 911 from there I pad.
- Daurine is going to educate the lead Transit Drivers on how to access their new email address along with how to access IMWCA training. It will then be the lead driver will be responsibility to teach the Transit Drivers under them.
- We have purchased 3 different kinds of Ice Cleats that slip over your shoes. John, Daurine and Dee will try them when the weather permits and see which one is the best. Then we will order enough for all employees to ensure everyone's safety during snowy and icy conditions.
- Covid-19 vaccinations are being offered to all drivers as they are deemed essential workers. Pottawattamie County is different than the other counties as Transit Drivers are not on the list after healthcare workers. We need to stay connected with them, so the drivers do not get overlooked. All employees are encouraged to get the vaccines when available to the public.
- Discussed that employees will get paid for their time when they go get any immunizations or donate blood. John is going to be putting a memo in with driver payroll.
- Discuss going to a touch less paying system for taxi drivers and STS to help with limiting touching of customers tickets and cash. We would still have to accept cash for a ride but would really limit the handling of tickets and cash.
- Discussed the lighting in the shop over in Council Bluffs. We need to look at putting in more security lighting as it is dark in the shop and you must walk across the shop to turn on the lights.

- A person accused one of our Drivers of hitting their vehicle on the highway. Mark Lander reviewed the video tape and there is no significant evidence that supports that our driver hit the car. Video shows that the Driver met all expectations of his job description.

Dee Holtz

Administrative Assistant