

Safety Committee Meeting Minutes from July 27, 2021

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

Unable to attend: Karen Mauer and Matthew Lee

Old Business:

- Mike has fixed all the concerns that required attention on the safety inspection in the shop area.
- We discussed that the lights would always stay on in the CB bus barn instead of adding any new lighting inside. Discussed considering adding more outside lighting and another camera for outside protection.
- Transit office has streamlined the way that accident reports are completed. Discussed that a letter should go out to the Drivers as soon as we determine that they have lost their incentive pay due to an accident even though it is discussed with them at the time of the outcome of the accident.
- Paraplan does not have a touchless pay system that is compatible with our accounting software. We would have to look at other stand-alone options for this to be put in place. For now, we will continue to accept money the way that we have always collected.
- There are no accidents claims to report this quarter.

New Business:

- Thank you, Matthew Lee, for participating on the Safety Committee! Matthew is going to be leaving and we will welcome Mike Ballinger our Maintenance Assistant to the committee.
- Mark Lander has only a few people left to train on the CPR class. We will be having an evening class or a Saturday class this fall as some Drivers were not able to attend. Mark will also include any office staff that would like to take the CPR class even though office staff is not mandated to have CPR training.
- Daurine reported that IMWC did have safety tips for the staff that is working from home. Daurine will share the tips with John, and he give them to the supervisors, so staff is educated. Along with discussing this at the August staff meeting.
- John will be doing a Zoom meeting for the August staff meeting. In this meeting he will discussing the importance of knowing what phishing emails look like and the damage they can do if you open them. Daurine will be talking about how important it is of having your workspace set up Ergonomically correct in your home work environment. Will be discussing fire safety on the Zoom meeting also.
- Discussed the last time our Emergency plan was updated, this is something possibly the new Community Development Planner that we hire could work on.
- Covid update, masks are still mandatory on the buses until the federal mandate expires on September 13, 2021. With school starting soon we have ordered children and adult masks for all counties to have on hand if a rider does not have a mask.