

**Southwest Iowa Planning Council
Safety Committee Meeting
Thursday, February 6, 2025, 9:30 a.m.
SWIPCO Conference Room, 1501 SW 7th Street Atlantic**

AGENDA

1. **Call to Order.** SWIPCO Executive Director John McCurdy called the meeting to order at 9:34 am.
2. **Introductions / Welcome new committee members.** Committee members present: John McCurdy, Daurine Petersen, Mike Ballinger, Mark Lander, Tracy Clark, Chris Parks. Brandie McFarland will also be on the committee, and it was discussed adding a representative from the Planning and Housing side of SWIPCO.
3. **Review Safety Committee purpose and focus.** McCurdy discussed the primary focus of the committee in the past was reviewing incidents for driver safety pay. The safety pay policy has been removed but moving forward the safety committee will still review incidents and accidents to try to remedy recurring issues and amend policies where needed. Committee will also work on safety messaging and communication.
4. **Review Incidents and Accidents.** Ballinger shared a list of recent incidents/accidents and talked about some problem areas. Backing up has been a big issue with recent accidents. He has been doing ride-alongs with drivers to assess where accidents occurred and monitor driver ability. McCurdy suggested adding information about how close a driver is to termination for three accidents in a five year period to the ride-along form to remind drivers where they stand. We will work on communication outreach about avoiding backing up situations when possible and when needed, to get out and look at the surroundings before backing. Drivers should communicate issues at specific locations so we can try to work with property owners to alleviate issues.
5. **Review recent adoption of SWITA Rider Code of Conduct.** McCurdy and Lander talked about training staff and drivers about what the rider code of conduct entails. We will work to inform riders and make information available on website, registrations, etc. The suspension levels and appeals process was discussed.
6. **Other Business or Discussion.** Reasonable accommodations were discussed for helping riders get to the door of their destination. We are a curb to curb service but if someone asks for help to the door and the conditions are reasonable, then we will assist. Instances where it is believed to be unsafe to help should be communicated to the office and next steps will be determined on a case by case basis. If they have someone they know that can come help, or we will contact law enforcement/emergency services.

Committee discussed the possibility of implementing some phishing/scam training and testing. Will look into further.

Committee will meet on a quarterly basis as schedules allow. We will attempt to hold this meeting on the first Thursday of each quarter. Next meeting if we start the quarter now would be May 1, 2025.

7. Adjourn. Meeting was adjourned at 10:50 a.m.