

Humboldt County Safety Committee Minutes
February 13, 2019
2:00 P.M.
County Commissioner Meeting Room, County Courthouse

In Attendance:

Abel del Real-Nava, Betty Lawrence, Catherine Bergey, Gabrielle Carr, Jessica Anderson, Miranda Hall, Shane Goodale, Debbie Lohr, Tammy Bendell, Carmen Smock, Shauna Tolotti, Shauna Del Soldato, Enoc Gaitan, Tia Lange

Abel del Real-Nava called the meeting to order at 2:04 p.m.

1. Review and approval of the minutes of the November 7, 2018 meeting.

Gabrielle Carr made a motion the minutes be accepted as presented. Tammy Bendell seconded the motion. The motion carried with Carmen Smock, Debbie Lohr, Enoc Gaitan, Shane Goodale, Miranda Hall, Shauna Del Soldato, and Shauna Tolotti abstaining.

2. Quarterly Claims Activity

Abel reported on the claims.

3. Discussion and possible approval of new written Safety Program

Abel asked if committee members had any questions. There were no questions from the committee. Abel said he is going to contact Nevada SCATS (Safety, Consultation and Training Section), which is a part of Nevada Department of Business and Industry, to review the written Work Safety Program. He reviewed what SCATS does. Miranda asked about a time frame for SCATS to review our Work Safety Program. Abel will let committee members know and will ask for participation. Gabrielle asked if there is a cost. Abel told the committee there is no cost.

4. Sub-committee Reports

Active Shooter/Stabber Training – Abel received an e-mail from Liz. Lt. Wilkin is developing a training program.

Evacuation Locations – Abel told the committee Karin sent drafts to him for locations outside of the courthouse.

Evacuation Maps – Levi will work with Noel and Shane. Enoc provided a sample of a map. There was a question of whether CTA can provide evacuation maps. Shane asked about single point of entry. Abel gave the history of the County looking at a single point of entry.

Fire Drill/Fire Extinguisher Training – Betty said she has no update. She told the committee Alan Olsen is willing to provide training even though he is retired.

First Aid Kits and AED's – Miranda said they have put together a list and will need to go over the cost in regards to the budget. There was discussion that there should be an AED on both floors of the Courthouse. Gabrielle asked if this might be a question for SCATS, how many AEDs should be on site. Abel told the committee if anyone thought of additional questions for SCATS, let him know.

First Aid Training – No report.

Forms – Abel told the committee the forms are now on the County website. He reviewed the forms with the committee. There was discussion on time frames to file accident reports, for the County, OSHA and Workman's Comp. Some of the forms reflected a timeline. Shauna Del Soldato asked about the required quarterly inspection. She said they have too many offices for Liz to do all the inspections herself. Abel said she could ask someone from the different locations to help. Tammy asked to who receives the report. Abel said he would collect the reports. Every department should have a report for the next meeting.

Training through LMS – Tammy reported on new session Pool Pact added to the LMS training. She has copies of what training LMS offers. There was discussion on when employees received the training. Gabrielle asked if SCATS might have recommendations for additional training. Catherine asked the location of information regarding what training each employee has completed. Abel said the information is in personnel files. He said employees should take training specific to their job and/or job location every two years. There was discussion on additional training. There is active shooter training through LMS but Abel would also like to see employees take a live training session.

Topic of the Quarter – Carbon monoxide poisoning.

5. Formation of a new traffic safety grant sub-committee

Abel referred to the information provided in the e-mail with the agenda. He provided more information regarding the grant opportunity. He said if awarded the County could use the funds to place crosswalk signs, like the ones by the hospital. There was discussion of intersections where the signs would be beneficial. Tammy volunteered to work on the grant application, which is due at the end of March.

6. Miscellaneous safety related matters

Gabrielle asked for a summary of additional safety training for all employees and a plan for said training. There was discussion regarding providing department heads, management timeline information for Workers Comp. Tammy said the "C" forms reference NRS.

The next agenda will have an item for a review of recommendations from SCATS and an item for information on training updates.

There being no further items for discussion, the meeting adjourned at 3:03:50 PM until the next meeting May 1, 2019.


Abel del Real-Nava

07/11/2019

Date