

The meeting was called to order at 10:11A.M. in the Conference Room #2 Vilas County Courthouse by Chairman Kathleen Rushlow.

Present: Kathleen Rushlow, Jim Jefferson, Gina Egan, Gene Leveille, Kate Gardner, Martha Milanowski and Tom Numrich. Excused absence: David Alleman. Also present were Jim Galloway and Kris Duening.

Motion by Tom Numrich, seconded by Gina Egan to approve the agenda to be discussed in any order by the Chair. All voted aye. Carried.

Motion by Gene Leveille, seconded by Gina Egan to approve the minutes of the March 8, 2010 meeting. All voted aye. Carried.

United Heartland Noise Dosimetry Report – Jim Galloway reported that United Heartland Insurance tested equipment for noise levels. The equipment used by the Maintenance Department and some of the equipment at the Highway Department was not tested. They will be back on July 6, 7 or 8 to finish the testing. It was recommended to use double ear protection with some of the equipment used by the Forestry Department.

Martha Milanowski jointed the meeting at 10:15 a.m.

Newsletter - Jim Galloway presented the safety newsletter that will be given to all county employees and County Board Supervisors with their next paystub. The topic of this newsletter will be Electrical and Extension Cord Safety. The newsletter will be given to employees once a month.

Fleet Safety Draft – The Fleet Safety Draft was discussed. Not all members were given the draft. This item was tabled until the next meeting.

Injury and Claim Report - Mr. Galloway presented a Vilas County Incident Summary from January 1 – June 22, 2010.

Total Incidents	19	Location Code Summary	
Slip and Fall on Ice	3	General Administration	0
Animal Bites	2	Forestry Dept	0
Sprain or Strain	7	Highway Dept	11
Struck by	7	Public Health & Human Service	2
Fatal Incidents	1	Sheriff’s Dept – Jail	3
Incidents Requiring Medical Attention	8	Sheriff’s Dept	3
		Zoning	0
Lost Time Incidents	1		
Claim Status			
Open	7		
Closed	12		

The Committee discussed slips and falls with employees leaving for smoke breaks. It was suggested maybe having only one location for a smoking area, this area would include not having to walk down steps. The Committee discussed the location code of the incidents. It was recommended having the Department Heads from each of the locations as a member of this committee. Kathleen Rushlow will discuss this matter with the Sheriff's Department and Highway Department. This matter will be discussed at the next Department Head meeting. Awards for non-accidents will be discussed with Jim Jones, insurance representative, when he is here in July.

Letters and Communications - Mr. Galloway will conduct training for all departments regarding blood borne pathogens and hazard chemicals.

The next agenda the items to be discussed are Employee smoke breaks, safety education, fleet policy and chemical inventory.

Future meeting date - August 31, 2010.

Motion by Tom Numrich, seconded by Jim Jefferson to adjourn at 11:15 a.m. All voted aye. Carried.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.

Submitted by: Kris Duening