

Safety Culture Committee

July 17, 2014

The **Safety Culture Committee** met Thursday, July 17, 2014, at 11:00 a.m. in the Conference Room at City Hall. Present were Committee Members Public Works Director Scott Gray, Water/Wastewater Supervisor Dave Harris, Water/Waste-Water Operator Josh Seekins, Police Chief Doug Colombik, Battalion Chief Scott Moore and HR/Payroll Officer Billie Burkhalter.

1. Election of Chairperson

Committee Member Colombik nominated HR/Payroll Officer Billie Burkhalter for Chairperson of the Safety Culture Committee, seconded by Committee Member Harris and, after hearing no further nominations,

** Committee Member Colombik moved to nominate HR/Payroll Officer Billie Burkhalter for Safety Culture Committee Chairperson. Motion seconded by Committee Member Harris and motion passed unanimously.*

2. Approval of April 10, 2014, Safety Culture Minutes

** Committee Member Gray moved to approve the minutes of the Safety Culture meeting dated April 10, 2014. Motion seconded by Committee Member Harris and motion passed unanimously.*

3. Workers Comp Claim Review

➤ **4/2014 – 6/2014**

HR/Payroll Officer Burkhalter distributed to the Committee de-identified workers compensation claims from April 2014, through June 2014. She explained that there was only one report made during this quarter: one from the Airport. She stated this incident was an unforeseeable accident.

4. Safety Culture Budget

There is \$500 in the Safety Culture budget. There was discussion about using the money to update the Employee Safety Manual or for the purchase of safety videos.

5. Committee Member Comments

Director Gray stated the SafetyFestMT that was held at MCC College in May was very informative. He explained this program was very well done. Many employees participated and enjoyed the classes.

6. Request of Citizens

-None.

7. Adjournment

** Chairperson Burkhalter moved to adjourn the Safety Culture meeting. Motion seconded by Committee Member Colombik and motion passed unanimously.*

The meeting was adjourned at 11:45 a.m.

Respectfully submitted,



Billie D. Burkhalter, Chairperson/Recorder