

Safety Culture Committee

October 16, 2013

The Safety **Culture Committee** met Wednesday, October 16, 2013, at 8:00 a.m. in the Conference Room at the Fire Department. Present were Chairperson Fire Chief Dale Berg, Committee Members Public Works Director Scott Gray, Public Utilities Director Al Kelm, Councilperson Susanne Galbraith, Water Wastewater Supervisor Dave Harris, 911 Coordinator Heather Roos, Water/Waste Water Operator Josh Seekins, Parks HEO Seth Lockie, Acting Public Utilities Foreman Bucky Johnson and HR/Payroll Officer Billie Burkhalter.

1. Safety Training Video Library

HR/Payroll Officer Burkhalter handed out a Safety Training Video Library list from the Montana Association of Counties (MACo) and requested the Committee Members review and determine what training videos their departments might be interested in. HR/Payroll Officer Burkhalter explained that the City's insurer, Montana Municipal Interlocal Authority (MMIA), works jointly with MACo for the use of the free video library.

Public Utilities Director Kelm distributed information on Training Programs and Courses available through MMIA. Director Kelm explained that MMIA provides these training programs at no charge to the City, and can be customized to meet specific needs.

2. Department-Specific Fire Extinguisher Training

Chairperson Berg stated that Captain Ryan Smith with Miles City Fire & Rescue will be contacting each Department Director to set up training for Evacuation Drills and Fire Extinguisher training. Fire Fighter Mike Miller will be coordinating CRP training classes for all departments.

3. Committee Member Comments:

- **Representative from the Department of Labor will be attending December meeting**

Chairperson Berg explained he has spoken with a representative from the Montana Department of Labor who will be attending the Committee's next meeting in December. Chairperson Berg distributed information from the Department of Labor concerning the Montana Safety Culture Act. This information details how the Safety Culture Committee is comprised of its members and what the Committee should be accomplishing.

Chairperson Berg stated the LEPC (Local Emergency Planning Committee) will be meeting at the Emergency Operations Center on October 23rd, at 11:00 a.m. The main goal of this Committee is to keep track of hazardous materials in the community and to provide training. On November 14th, LEPC will be conducting a mock Water Plant scenario for a chlorine spill from a puncture of a one-ton cylinder.

Chairperson Berg stated Captain Cameron Duffin will be scheduling trench training.

Director Kelm requested training for Permit Entry Confined Space Rescue.

Public Works Director Gray will be contacting Burlington Northern Railroad for their free training on Crossing Safety.

The Committee decided that the HR/Payroll Office will be the centralized location for all training materials.

3. Request of Citizens

-None.

4. Adjournment

-The next Safety Culture Committee meeting is tentatively scheduled for December 18th, 2013, at 10:00 a.m. in the Firehall Conference Room.

The meeting was adjourned at 8:45 a.m.

Respectfully submitted,



Billie D. Burkhalter, Recorder



Chairperson Dale Berg