**Workplace Health & Safety Committee Minutes**

February 10, 2020 10:00

**Members Present:**

* Joe Kaczenski
* Marianne Berg
* Jesika Crook
* Larry Boxman

**Guests Present:**

* None

**Additions to the Agenda:**

None

**Reading of Previous Meeting Minutes**

*Marianne Berg made a motion to approve the January 2020 meeting minutes with the added correction of spelling Jesika Crooks name correctly. Larry Boxman seconded the motion. Committee members Joe Kaczenski, Marianne Berg, Larry Boxman, and Jesika Crook gave a yes vote. The motion passes.*

**WHaSC Reports**

-No reports presented

**Old Business:**

-The purchased suggestion box is awaiting install

-Jesika Crook presented the first WHaSC newsletter in draft form. The committee reviewed and made suggested changed. Jesika will make changes. Jesika will also reference that the committee bylaws can be found and viewed at www.mistbirkenfeldrfpd.org

-OSHA inspection requirements document is not yet ready for review

-Larry Boxman and Marianne Berg will work on producing a safety reporting form

-Chief Beck is awaiting quotes from the gutter companies he’s been in contact with for the Main Station

-Larry Boxman and Marianne Berg will research a digital scrolling message board for the Health and Safety Corner. The Safety Corner will have resources, safety messages, special workout information, etc posted to it regularly.

-Marianne sent the link to OSHA training to all committee members

-A new Fire Representative has not yet been appointed to the WHaSC. Current Committee members will keep trying to find someone to fill this position

**New Business:**

-Chief Kaczenski said the new keyless entry locks will begin installation at the main station tomorrow, February 11th.

-The OSHA 300A has been posted in the hallway between the apparatus bay and administrative area. There were no reportable incidents for 2019.

**Member Comments:**

-Larry Boxman said the District will be purchasing a new weight bench and exercise ball for the HAWC (Health and Wellness Center)

**Meeting adjourned:** 11:05

**Next Meeting:** Wednesday, March 11, 2020 @ 10a.m.