

# Renville County Safety Committee Meeting

## Monday, May 12, 2025 9:00am

*Location: GSC Room 117 or Remote*

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/252334749>

Access Code: 252-334-749

United States: [\(646\) 749-3122](tel:6467493122)

Committee Member	Present	Absent		Committee Member	Present	Absent
*Jeff Marlowe	x					
Chad Peterson, Safe Assure	x			*Sara Benson, Co-Chair		X
Theresa Maher-Bock		X		Shandra Bavier		X
*Jason Mathwig		X		*Mike Hennen	x	
Luke Jacques		X		*Lisa Herges	x	
*Lisa Neutgens	x			*Dave Altmann	x	
Kjersti Bastian	x			*Greg Mertens, Cmsr.		X
Holly Hatlewick, SWCD	x			Sara Anderson, Co-Chair	x	
Matt Hardin		X		Larry Rock	x	
*Jon Mitchell		X		Penny Kandt		x
Alethea Sheridan, MCIT		X		<i>*Management (9 members incl. Cmsr. Mertens) / Non-mgmt (10 incl. Chad, Holly, and MaryJo)</i>		

- Welcome and attendance
  - New member: Shandra Bavier, Human Services
  - Public Health Emergency Preparedness & Communications Coordinator position has not been filled, that position will take over the Safety Committee duties that were with the Deputy Emergency Mgmt Director.
  
- Review February 10, 2025 meeting minutes.
  - Still to be sent out
  
- Old Business
  - Elect Co-Chairs. Sara Anderson is willing to be the Labor rep.
  - Annual and Defensive Driving Training Status
    - Sheriff's Office has 8; Attorney 1; Public Works 1
    - 10 intermittent Sheriff's Office employees to complete training as well
  - Situational Awareness Handout/Follow up on Child Protection Discussion
    - Sara B talked to Kailtyn and they will discuss the Child Protection follow up
  - Follow up info from SafeAssure
    - Home Visits Policy - Chad shared.
    - Grapple Awareness Training - Added to April since there was an incident.
    - Logging/Chainsaw Training - SafeAssure does conduct basic chainsaw/PPE training
      - The below are videos if interested. Some use these for at least some of their training.

- <http://www.dli.mn.gov/business/workplace-safety-and-health/mnosha-wsc-logging-safety-videos>
  - FYI-Alex Bildeaux has been conducting training for municipalities and DOT. He is a former logger with years of experience. His email is [bildeauxservices@frontiernet.net](mailto:bildeauxservices@frontiernet.net).
    - If big or dangerous tree, Public Works hires a logger to do those.
    - Use light/heavy equipment to remove trees, rather than just chainsaws.
    - Jeff will talk to staff to see if value in adding this additional training. There is a ½ day, full day or two day training available.
    - If offered, would do in late fall or early winter.
- New Business
  - First Reports of Injury (since February 10)
    - Facilities – lower back strain due to lifting a cement bench.
      - Recommendation: Get two people to lift. Equal lift on both ends. Use proper lifting techniques.
    - Human Services – employee on lunch break tripped coming out of south door. Up to MCIT on if it is workers comp or a visitor injury.
      - Follow up discussion on how often are the south doors used? Is there something that can be done with the small step right at the door?
  - “Near Miss” Reports (since February 10)
    - None reported
  - Property Damage Reports (since February 10)
    - Fire in Skalbekken Park. Sacred Heart Fire Dept was called.
      - Recommendation: Pick a better day to burn, be aware of conditions.
  - OSHA Form 300 review: 2023 vs 2024
    - Numbers from 2023 much higher.
  - Personal Items brought in to be used in office (ex: under desk treadmill, hot plates, etc.)
    - There is not an OSHA requirement that gives guidance.
    - Per recommendation from MCIT, individual treadmills will not be allowed. We provide a treadmill in lower level of Gov Center that can be used with signed waiver on non-work time.
      - Put this info in the staff newsletter.
    - Heaters must have a tip over safety feature.
      - Staff newsletter reminding everyone that if they do have a heater, it has to have a tip over safety feature.
    - Cement floors, must have a 3-prong outlet connection.
    - Has to be UL approved for anything that plugs in.
    - Cooking or warming of food should only be in designated break areas.
      - Include reminder in newsletter.
    - When did we last complete a safety walk-through audit?
  - Recap from SafeAssure Mgmt Compliance Priorities Audit
    - Discussed what all is provided by SafeAssure and if we are fully utilizing the services.
    - Reviewed schedule and training topics.

- Scheduled shop inspections.
  - Chad will work with Wayne on doing a safety audit/walk through of the administrative buildings.
  - SDS online, make sure everyone knows how to access and use. App available as well.
    - Put reminder in newsletter
  - Call SafeAssure if/when OSHA shows up.
- Discussion items
    - Emergency drills
      - Should we do an actual drill so people exit the building?
      - Would Emergency Mgmt be willing to coordinate? Lisa H will check with Mike Hennen.
      - Keep on agenda for next time.
      - Do all staff know how to do an all-call throughout the building? Where are the instructions located?
      - There is an online workplace violence.
        - Send out that training to all Safety Committee to watch before our next meeting and get feedback.
    - Representative from the Courts?
      - Lisa H will talk to Court Administrator to get opinion.
- 2025 Safety Committee meeting dates (9:00am start time for all)
    - August 11, 2025
    - November 10, 2025 – Discuss moving this to Nov 3 or 17 at next meeting.