

City of Hendersonville  
Safety Committee Meeting Agenda  
January 8, 2021      9:30 am      Back Break Room, City Ops

Attendees: Terry Smith, Tom Wooten & Brent Pope (PW), Andrew Jones, Adam Steurer & Chris Brewer (Water/Sewer), Greg Lamb (Fire) Chris Conard (ENG), John Connet (City Manager), Lu Ann Welter (HR)

Absent: Robert Cantwell, Landon McCraw & Michelle Corn (PD), Michael Ostrander (Fire)

1. Review of incidents
  - Sanitation truck backing down alley and clipped doorframe. Discussion on if backing can be eliminated.
  - Police vehicle rear-ended at red light.
  - Stepped off sidewalk and twisted ankle.
  - Backed into post.
  
2. 2020 Safety Statistics. Lu Ann reviewed the numbers for personal injury and equipment incidents.
  - Muscle strains continue to be the most common injury.
  - Backing the most common vehicle/equipment incident.
  - New employees, less than two years on the job, have the highest incidence of incidents.
  
3. Confined Space update. Lu Ann reported the Confined Space Committee met yesterday and finalized the policy with some changes. We will need to do training once things open up a bit. The fire Department will be looking at having their employees trained in confined space rescue in the future.
  
4. Rebuilding of safety and Safety Team. Lu Ann lead discussion on the Safety Team ideas for 2021. Some comments:
  - John said we have to work together to build a safety culture with everyone looking out for each other. Somehow, it should be a tattling atmosphere but employees should feel comfortable talking with other employees about safety and doing things right. Safety needs to be discussed daily.
  - Discussed training and the ways employees to see videos and presentations. Many don't have access to computers or the technology to participate.
  - The idea of a monthly Safety Activity Report was brought up as a way Lu Ann can see the trainings going on without her involvement. One comment – at least once a month, safety within a team would be discussed.
  - When investigating an incident, fresh eyes on a seen would be helpful. It may be worth having employees come to the Safety Team meeting to explain what happened.
  - We need to set goals to give direction to the program.
  - Concerning the Ask MEE program, it was decided to wait until March and review if we can meet to roll it out.
  
5. Next meeting. To be determined with new Team members.