

MINUTES
SAFETY COMMITTEE MEETING
Richland Township and Richland Volunteer Fire Department
October 11, 2023

Richland Township representatives and the Volunteer Fire Department representatives met at the Richland Township Administrative Offices on October 11, 2023, 2023 at 11:00 a.m., for their monthly Safety Committee meeting.

PRESENT

*Bryan J. Beppler, Executive Director
Kimberly D. Stayrook, Administrative Assistant
Kevin Gaudlip, Police Department Representative
Scott Conahan, Police Department Representative
Todd R. Shaffer, Road Department Representative
Wesley Meyers, Richland Fire Department
William Lehmann, Richland Fire Department*

ABSENT

Russell Felton, Road Department Representative

APPROVAL OF PRIOR MONTH'S MEETING MINUTES – September 13, 2023

- Mr. Shaffer moved to approve the minutes of September 13, 2023, as distributed, seconded by Mr. Lehmann. All in favor.

OLD BUSINESS

Third Quarter 2023 Site Safety Inspections – Public Works Department inspection is outstanding

Mr. Beppler stated he has received the Public Works Department 3rd quarter safety inspection checklist on October 4, 2023. There are no safety issues reported.

New Incidents or Near Miss Reports

September 26, 2023 (3:30 pm) Fire Department: On a house fire incident, employee was carrying a deceased dog from the 2nd floor, down the stairway, and tripped over debris and hose on steps injuring left ankle.

The discussion identified corrective actions to handle a similar incident, in the future, to prevent injury. Corrective actions included assessing the situation, prioritizing, getting assistance with lifting and carrying, use of tarps for lifting, and the clearing stairways of debris, etc. if not an emergent situation. Mr. Lehmann stated that the Fire Department reviewed the incident at an Officer's meeting on October 5, 2023 and Department meeting on October 9, 2023.

September 28, 2023 (11:00 am) Public Works Department was working on a storm water project. While installing (with hammer) rebar on a head wall project, employee struck right index finger and pinched it between the hammer and his fingernail.

Corrective action included the review of the proper use of hand tools, being more cautious, and keeping hand / fingers in better position to avoid potential exposure.

New Business

Flagger Safety Training conducted on September 29, 2023 – Public Works Department

The regulations require certification every three years for the Flagger Safety Training. All Public Works Department's employees and Mr. Beppler attended the 9/29/23 training for recertification.

SAFETY CONCERNS OR SUGGESTIONS

There were no new safety concerns or suggestions presented.

Next Meeting

November 8, 2023 at 11:00 AM at the Richland Municipal Building, 2nd floor meeting room.

Adjourn

There being no further business, Mr. Lehmann motioned to adjourn the meeting, seconded by Mr. Meyers. All in favor. The meeting adjourned at 11:25 a.m.

*Respectfully submitted,
Kimberly D. Stayrook
Administrative Assistant*