

**MINUTES
STAYTON FIRE DISTRICT
SAFETY COMMITTEE MEETING**

01-19-10

**Conference Room
1988 W. Ida Street**

Stayton Fire Station

Called to order at 17:00 hours by Ken Smith

Members present: Ken Smith, Barbara Nelson, Ken Rowling, Greg Peevy, and Rhonda Grant

Guests: None

OLD BUSINESS:

- 1) Barbara presented the near-miss reporting system at the January volunteer business meeting. All stations have forms and instructions for filling them out. Next month we will submit to Jay the policy for the reporting and handling of the reports as they occur.
- 2) Greg will work on finding first-aid kit supplies and Ken will get the list of what we need to him.
- 3) Ken reported that the OSHA spring schedule for safety committees is available online. Barbara reminded us that she printed off the online classes so one could review the class and then take the test online.
- 4) Barb went to the Safety Symposium in January. She said it was good.

NEW BUSINESS:

- 1) Changes were made by Chief Carriger to reflect the actual practice of our safety committee. "District Safety Officer" was removed as we have not had an official "Safety Officer" in several years. Instead the "District Apparatus Maintenance Officer" has been added as a required position.
- 2) Rhonda Grant was added as the staff representative to the committee. Welcome Rhonda.

INCIDENT REPORTS:

None

GOOD OF THE ORDER:

Next month's meeting: Feb. 17 at 17:00 hrs.

Adjourned at 17:31 hrs.

02/05/10
Date

Ken Smith, Secretary