

**TOWN OF HARRISBURG  
SAFETY COMMITTEE MEETING  
Harrisburg Town Hall  
March 22, 2018  
9:00 am**

**MINUTES**

Committee Members Present:

Debbie Rogers Lowery, Janet Rackley, Boone Linker, Adam Abernathy, Larry Aldridge, Jason Patrick, Artie Craig, Jeff Williams

Meeting called to order.

Incident Reviews:

- This incident has been tabled for a couple of months waiting for further information. Firefighters were participating in hose training when one tripped over a hose and rolled his ankle. He heard something pop and had severe swelling. At the meeting in January Captain Craig stated that he was not present at this particular training so they need to speak with the Captain who was on-site to get further information before we can determine preventability. Captain Craig is not at the meeting in February, so we tabled again last month. Captain Craig and Fire Marshal Williams stated that firefighters working in these conditions and with all of their gear on have some limited sight at times and the conditions are very slippery as well. That's just standard for the job and so the incident was probably not preventable. Determination: Non-Preventable.

Upcoming Safety Training:

Reminder that April 10, 2018 is the date for our next safety trainings. There will be two sessions that day. The first one is from 8:30 am to 12:00 pm, and the second is from 1:00 pm – 4:30 pm. Training will include Blood Borne Pathogens (trainer Joe Yowler), Hazard Communications (trainers Larry Aldridge and Jason Patrick), and the Emergency Action Plan for Town Hall (trainer Debbie Rogers-Lowery). We need to get everyone in Town Hall including Parks and Recreation staff and Planning and Zoning staff here for these. The Public Works Department and Parks and Recreation field staff have already had their training, but there are a couple of employees who missed that who need to come to the one on April 10. The Fire Department will be conducting training for their employees at their facilities. Debbie will also speak to staff at the YMCA to see if they would like to attend the training for the Emergency Action Plan for Town Hall since they are housed in this building as well.

We will also be holding fire drills soon – one announced and one unannounced. We want full response by the Fire Department.

Hearing Tests:

The hearing test van will be here on May 23, 2018 from 7:30 am to 9:30 am. They can do 5 people every 15 minutes or 20 per hour. Remind those who are having their hearing tested that it

is best to try to remain in quiet environments from 12 hours prior to the testing for best results. That same day we will go over the Public Works Emergency Action Plan.

Other:

Debbie went over some recent findings from OSHA Consultative Services inspections in other places. It is probably getting close to time for us to call them and request consultation again.

Fire Marshal Williams noted that there are quite a few changes in the 2018 Fire Code concerning fuel burning appliances and space heaters.

Reminder that the Safety Awards Banquet will be on May 4, 2018 and we should see the invitation soon.

We need to also talk about how to account for people who are in our buildings/facilities at any given time for emergency evacuation purposes. We can look at this during our trainings on April 10.

Approval of Minutes:

Motion was made by Larry Aldridge to approve the minutes from February 22, 2018. Second was made by Boone Linker and the motion passed unanimously.

The next meeting will be held on April 26, 2018 at 9:00 am.

Meeting adjourned.

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Debbie Lowery, Safety Consultant

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Larry Aldridge, Safety Officer