

**TOWN OF HARRISBURG
SAFETY COMMITTEE MEETING
Harrisburg Town Hall
October 25, 2018
9:00 am**

MINUTES

Present:

Debbie Rogers Lowery, Janet Rackley, Tihisha Sharif, Larry Aldridge, Adam Abernathy, George South, Tom Polito, Corey Jones, Artie Craig, Jeff Williams, Rob Donham

Meeting called to order.

Approval of Minutes:

Minutes from September 27, 2018 were approved by consensus of the committee.

Incident Reviews:

The following incident was reviewed last month, however, the public works department asked the committee to review additional information concerning the incident this month.

From September 27th minutes:

- *Public Works employee stepped off brush truck to get a rake and because there were cars coming around the truck, he stepped very close to the truck as the operator applied the outrigger. The outrigger set down on the employee's foot. This was his first week on the job. Lots of discussion surrounded this incident including questions about the procedure for setting the outrigger and what could be done to improve the current procedure; and whether proper training of the new employee had been conducted since it was his first week on the job. Following discussion it was determined that the new employee should not be held responsible for the incident due to a lack of proper training, but the operator of the truck holds some responsibility as well as the supervisor. Determination: Non-Preventable on the injured employee, Preventable on the truck operator and supervisor.*

There was also some discussion that all employees working on the brush truck should be wearing hard hats and safety glasses in addition to the other PPE they currently utilize. All employees should be properly trained before being put onto a work crew and all incidents should be reported immediately.

Additional Information:

The operator of the truck was operating it as he had been trained. He assumed the injured employee had been trained as well. The operator is not always able to see if someone is standing close to the truck and employees are trained to stand away from the vehicle while the outriggers are being set. In this case, the employee who was injured had not been trained. The operator's only responsibility is to make sure to properly operate the

vehicle. The Public Works Director brought a video to show how this operation works and how the operator cannot always see someone standing near the truck. Based on all the new information presented today, the decision that this incident was preventable on the truck driver is reversed and deemed non-preventable on his part. No other determination from last month was affected by this decision.

The public works department will look at coming up with some ways to help prevent this type of incident in the future.

- Fire Department employee was making a right turn out of the Covenant Church parking lot onto Stallings Road to return to Station 1. He made the turn too sharply, trying to avoid taking up the entire street and the rear right wheels slipped off the pavement and into a drainage ditch at the corner of the street and parking lot. As the wheel slipped on the pavement, the exhaust pipe made contact with the pavement and was bent upward into the fender flare, also causing damage to it. No injury. Discussion included information about how wide the driveway was and the fact that Engine 98 is a reserve truck. Determination: Preventable.

The Safety Grants are open again for application and everything is just the same as last year. Tihisha needs receipts from last year's grant purchases.

Larry stated that flagger training is being set up for the month of December and the forklift training has been done now.

Hazard Assessments are done for Parks and Public Works.

Fitness equipment liability forms are in Tom Polito's office waiting on just a couple more signatures.

The 2016 DART Rate inspections are underway by OSHA.

Debbie reminded everyone to make sure that all SDS books are complete and up to date.

The next meeting will be held on November 29, 2018 at 9:00 am.

Meeting adjourned.

Debbie Lowery, Safety Consultant

Larry Aldridge, Safety Officer