

Open meeting law complied with. Quorum verified.

**Call to order:**

The meeting was called to order at 10:05 A.M. in the Vilas County Justice Center Training room by Chairman Kathleen Rushlow with the following members present: David Alleman, Gina Egan, Jim Galloway, Jim Jefferson, Gene Leveille, Martha Milanowski, Tom Numrich and Greg Schiek. Other persons present at various times during this meeting: Gary Peske.

**Approve agenda to be discussed in any order by the Chair:**

Motion by T. Numrich, 2<sup>nd</sup> by G. Egan to approve the agenda with the agenda order at the Chair's discretion. All voted aye. Carried.

**Approve previous minutes:**

Motion by T. Numrich, 2<sup>nd</sup> by G. Egan to approve the minutes of the July 13, 2009 meeting as presented. All voted aye. Carried.

**Recent incidents and injuries:**

The Chair began a review of injury Incident Reports as collected since the October, 2008 Loss Control meeting. The reports were reviewed and discussed by the Committee. The Chair remarked that she was pleased that, in most cases, the reports were being properly filed.

**Review draft Safety Plan:**

Due to the Committee Chairman being absent from the July 13, 2009 meeting, Safety Director J. Galloway presented a brief recap of the issues covered at that meeting. Beginning on page 44 of the draft Safety Plan, the Chair then led the Committee on a page by page review of the plan, during which time various issues were discussed and revisions proposed. M. Milanowski reiterated that the Return to Work policy will be a separate policy administered by the Personnel Committee, and would not be part of the Safety Plan. J. Jefferson reported health and possible HAZMAT concerns regarding the pressure washing of County Park pit toilets. The Chair asked the Safety Director to investigate.

Discussion revealed conflicting information regarding the Courthouse dedicated emergency phone number. G. Peske clarified the issue. The Chair asked that the issue be further investigated by the Public Property Committee.

G. Egan presented a revised draft of the Blood Borne Pathogens section of the policy. This will be reviewed at the next meeting. Review of the plan will be completed at the next meeting.

**Safety Director – reporting structure:**

J. Galloway requested clarification regarding the Safety Director's committee of jurisdiction. Motion by J. Jefferson, 2<sup>nd</sup> by G. Egan to require the Safety Director to report to the Loss Control Committee. All voted aye. Carried.

**Letters and Communications:**

None presented.

**Set next meeting date and time:**

The next meeting will be scheduled for August, 2009 on a date yet to be determined.

**Adjournment:**

Motion by T. Numrich, 2<sup>nd</sup> by G. Schiek to adjourn. All voted aye. Carried. The meeting adjourned at 12:23 P.M.

Respectfully submitted by:  
David R. Alleman  
Vilas County Clerk