**Workplace Health & Safety Committee Minutes**

December 13, 2023

9:01 a.m.

**Members Present:**

* Marianne Berg
* Pamela Owen
* Steve Berg
* Joe Kaczenski
* Julie Ramsey

**Guests Present:**

* Will Steinweg – Training Div. Chief
* Lindsay Nokovic - Volunteer

**Additions to the Agenda:**

* WHaSC Chair and Vice Chair
* WHaSC Committee Member replacement

**Reading of Previous Meeting Minutes:**

* The November 2023 minutes were reviewed.

*A motion was made by Pamela Owen to approve the November 2023 minutes. Steve Berg seconded the motion. Julie Ramsey, Joe Kaczenski, Pamela Owen, Steve Berg, and Marianne Berg gave a yes vote. The motion passes.*

**Workplace Injuries/Exposures:**

* None to report

**Unfinished Business:**

* Health & Safety Corner: Nothing new to report
* The WHAS UP! newsletter was added to the Odd Jobs list and Lindsay Nokovic asked to take on the task. Nokovic presented a draft of the next newsletter in paper form, however, the newsletter will also be in digital form. The Committee went over the newsletter and made improvement suggestions. Nokovic will send out an electronic version to Committee Members for review, suggestions, and approval. Responses by the Committee to Nokovic regarding this newsletter are due by December 21.
* Respiratory Protection Policy: The Chief Officers are waiting for the new SCBA’s to come in and then plan to establish a new policy that corresponds to the new SCBA’s.

**New Business:**

* The Sager Station clean-up will be pushed out until warmer weather is upon us. Discuss again in February.
* The Main Station outside lighting is being addressed. West Oregon Electric (WOEC) has replaced security light bulbs on the three electricity poles in front of the Main Station. New lighting for the flag poles with photo-electric sensors are being ordered.
* Larry Boxman is resigning as a Fire District Staff Member, effective January 1, 2023. Boxman will be replaced on the WHaSC with Training Division Chief, Will Steinweg.
* Committee Member Steve Berg offered his Safety Committee seat to Volunteer Lindsay Nokovic and Lindsay accepted.

**Member Comments:**

* Chief Kaczenski would like to review and make possible changes to the By Laws at the February meeting.
* Chief Kaczenski reminded Committee Members that Quarterly Inspections are to take place in January. Station inspections will be performed by:
* Burris: Julie Ramsey/Marianne Berg
* Peterson: Julie Ramsey/Marianne Berg
* Main Station: Joe Kaczenski/Lindsay Nokovic
* Sager: Joe Kaczenski/Lindsay Nokovic
* Fishhawk: Will Steinweg/Pamela Owen
* Birkenfeld: Will Steinweg/Pamela Owen

**Guest Comments:**

* Lindsay Nokovic would like to see the security codes change to individual codes at the stations.

**Meeting adjourned:** 9:51 a.m.

**Next Meeting:**  February 14th at 9 a.m.