

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
November 19, 2020
Banquet Room
212 SW 9th Street
1:30 P.M.

The meeting was called to order by Chairman Britt Hubbard at 1:31 p.m.

1. ROLL CALL

MEMBERS PRESENT:

Jim Bonnarens, P&R	Britt Hubbard, SSC/SSTD
Candy Brown, Safety & Risk Officer	George Kroboth, SEWTP
Ricky Botts, WD	James Lovingier, Equip Maint
Allen Chew, WWM/WWC	Gregory McClain, Utility Svcs
Shelly French, SWC	Roy Rodrick, Animal Welfare
Jim Hancock Alternate for Ashlie Kilpatrick, Emergency Communications	Lindsay Tate, Tech Svcs Police
	Melissa Zermino, Streets

MEMBERS ABSENT:

Keli Alvarado, Community Dev **
David Hampton, Drainage Maint**
Travis Henry, WWTP **
Antonio Hopson, Park Maint*
Kidd Jorg, Bldg Maint **
Wade Lewis, SEWTP *
Spencer Mullins, Cemetery **
James Peck, Electronic Maint **
Robert Shotts, Landscape Maint **

*excused

** unexcused

OTHERS PRESENT:

Cindy Griffin, Admin. Asst III. HR

2. MINUTES

A. Approval of minutes of October 15 20, 2020
Motion by: Allen Chew Second by: Ricky Bots
Ayes: All Nays: None Motion Carried.

3. *OLD BUSINESS*

None

4. *NEW BUSINESS*

Hazardous Surveillance Inspections

Hubbard passed out the Personal Protective Equipment Certification/Certification of Hazard Assessment.

Candy explained the forms must be filled out for each position and you have to complete the assessment and must be filled out annually. She will email this to the committee if they do not have a copy and to call her if they have any questions.

Hubbard expressed the importance in getting these completed.

Chew asked if you must fill out the noise level

Hubbard replied yes, and they have a decimal reader at their off if anyone would like to use it they can sign it out.

5. *COMMUNICATION/DISCUSSION:*

- Candy went over the email that was sent out regarding COVID. Explaining it was basically a summary on what the City Manager had sent out a few months ago. Hubbard reminded them they must have a “return to work release” before returning to work after testing positive for COVID.
- Candy reminded the committee to complete the HazCom & BBP training. An email was sent last month, and the videos are streamed via trainingvideonow.com. Due to the pandemic the videos combined are 53 minutes and this will be the training for both high and low risk. They can email or contact her if they do not know how to get to it. Kroboth explained that you can find this link by going to the City of Lawton’s website, Human Resources, Employee Training then safety training.

- Candy went over the safety incentives and explained if you are low risk then you are required to have 1 hour per quarter safety training, high risk is required to have 2 hours per quarter.
- Candy explained the Monetary awards will be sent out on either the 4th or 18th of December. Employees will receive the following incentive depending on their years of service as of 2019 and have not had any accidents within that fiscal year, they must have completed all quarterly safety training as well

High Risk

Years	Amt
2-4	\$25.00
5-10	\$50.00
11 & over	\$250.00

Low Risk

Years	Amt
2-4	\$12.50
5-10	\$25.00
11 & Over	\$100.00

6. ADJOURNMENT

A. Motion to adjourn the meeting by: Lovingier Second by: Zermino
Ayes: All Nays: None
Meeting was adjourned at 2:15 pm