

**CITY OF LA VISTA
SAFETY COMMITTEE MEETING
MINUTES
APRIL 25, 2007**

I. CALL TO ORDER

A meeting of the Safety Committee convened on April 25, 2007 at 8:30 a.m. at the La Vista Police Facility, 7701 South 96th Street, La Vista, NE 68128.

Present were Mary Alex, Pat Archibald, Ann Birch, Pam Buethe, Pat Cavlovic, Jeff Corbit, Ray Crane, Karen Fagin, Brenda Gunn, Ray Harrod, Bob Lausten, Sheila Lindberg, Cathy Lupomech, Rita Ramirez, Rose Iwan, Jeff Siebels, Jeff Sinnett, Joe Soucie, Lori Spethman-Twiford, Scott Stopak, and Randy Ruhge.

II. APPROVAL OF MINUTES FROM MARCH MEETING

A motion was made by Buethe to approve the minutes from the March 28, 2007 meeting. Seconded by Fagin. Ayes: All.

III. OLD BUSINESS

A. SUB-COMMITTEE BRIEFINGS

1. STANDARD POLICIES

Lausten displayed floor plans which identified locations of exits, fire exits, and tornado areas. Plans will be posted at all buildings before May 15th. Gunn questioned procedures for the public who might be attending meetings during tornado warnings and if attendees have access to tornado shelter areas in the respective buildings. Lausten responded that the door to the basement at the police facility is unlocked and whoever was in charge of the meeting was also responsible for the doors being open to the designated shelter areas.

Lausten indicated that the current LEOP Plan needs to be updated as it is two years old. Cell phone numbers will be added to the contact sheet and he requested everyone review the plan and have comments and suggestions back in 60 days.

The Emergency Operations Center was also discussed and a decision needs to be made as to which location would be designated for this; the police facility or district #2 fire station.

Discussion held on the NIMS100-NIMS700 on-line class. Recommendation was made by Lausten that elected officials go through the 700 class training.

Sinnett is attending a training program at the Army National Guard on "Damage Assessment" and will report at the next meeting.

2. SAFETY ANALYSIS AND TRACKING OF INCIDENTS

Lupomech distributed incident reports and forms. Gunn offered suggestions to clarify the yearly report and Lupomech will make changes accordingly. Gunn also requested a summary of losses on claims. Fagin will supply information to Lupomech for tracking.

3. TRAINING AND INSPECTIONS

A tabletop disaster drill will be held at the police facility on May 14th for management staff. No report on inspections.

Crane gave a brief synopsis and provided a video of the Pandemic Class he attended.

4. REWARDS AND INCENTIVES

Lindberg reported that there were no Bingo winners and participants are to keep their cards if there is no winner.

IV. NEW BUSINESS

Lausten presented a new schedule for Safety Committee Meetings which would change the scheduled dates to every other month. Motion made by Crane and seconded by Gunn. Motion approved.

A. DISCUSS NEXT MEETING DATE

The next safety committee meeting is scheduled for June 27th, 2007 at 8:30 a.m. at the Police Facility.

V. ADJOURNMENT

The meeting was adjourned at 9:10 AM.