

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

I. CALL TO ORDER

A meeting of the Safety Committee convened on July 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, Ray Crane, Karen Fagin, Brenda Gunn, Bob Lausten, Sheila Lindberg, Cathy Lupomech, Brian Lukasiewicz, Jeff Siebels, Jeff Sinnott, Lori Spethnian-Twiford, Scott Stopak, and Randy Ruhge, Rich Uhl and Joni Wilder.

Emergency Procedures announcement made by Lausten.

II. APPROVAL OF MINUTES FROM MARCH MEETING

A motion was made by Buethe to approve the minutes from the April 25, 2007 meeting. Seconded by Ruhge. Ayes: All.

III. OLD BUSINESS

A. SUB-COMMITTEE BRIEFINGS

1. STANDARD POLICIES

Lausten gave an update on the “Emergency Signs” and noted where the sign was posted at the Police Facility. All other facilities signs are in the process of being updated with the new logo and laminated at the library. Signs will be posted as soon as completed. The golf course will also need to have an emergency plan.

2. SAFETY ANALYSIS AND TRACKING OF INCIDENTS

Lupomech distributed updated and revised incident reports. Discussion held on the forms which included additional tracking information, general consensus was that all the information previously requested was included. The forms will be used as presented. Lausten suggested a sign be posted at the golf course that states the City is not responsible for damage from golf balls.

3. TRAINING AND INSPECTIONS

Inspection reports were distributed by Fagin. Cavlovic suggested that the inspections be done 3 times per year as opposed to the current 4 times per year to allow time for repairs. All agreed. Discussion was held on splitting the form containing the information for City Hall and the Recreation Center. It was suggested by Gunn that the form be split. Department Heads will provide reports for the September Safety

Committee meeting regarding the progress made in addressing the violations in these reports in their respective departments / facilities.

4. REWARDS AND INCENTIVES

Stopak reported that there was a BINGO winner and all losing cards should be turned in. There are enough BINGO cards to play through January of 2008. Suggestions are welcome for future incentives.

Gunn would like to see a reward program for departments with no safety violation incidents.

IV. NEW BUSINESS

Driver's Training for new employees is scheduled for Friday, September 14th, time to be announced. Sgt. Davis will be handling the details of this training.

Spethman-Twiford reported on her attendance at the "Safety Summit". She had handouts from the summit available for committee members to look at.

Sinnett reported that he will be attending the "Damage Assessment" training on Thursday, July 26, 2007 and will report on it at the next Safety Committee meeting in September.

Lausten suggested that a city-wide fire drill be held at least once a year and that it include a complete evacuation of the building. Cavlovic and Archibald will form a subcommittee to facilitate the drill.

Lausten provided a law enforcement video on "Distracted Drivers".

A. DISCUSS NEXT MEETING DATE

The next safety committee meeting is scheduled for September 26, 2007 at 8:30 a.m. at the Police Facility.

V. ADJOURNMENT

The meeting was adjourned at 9:10 AM.