

Minutes of the City of St Paul Labor-Management Safety Committee Meeting
Wednesday, September 1, 2010; 8:30 - 10:30 am
Municipal Garage 2nd Floor Training Room

In Attendance: Mary Jo Kiewel, Sandra Bodensteiner, Ron Hauth, Lynn Waldorf, Mike Dreis, Mark Cahill, Pat Gerlach, John F. Blackstone, Tom Bosman, Trish Englund, Derek Hollanitch, Mark Pothen, Glen Kadrlik, Scott Thompson, Jean Karpe,

1. New Committee members, Trish Englund (Police- Management) and Tom McDonough (Fire – Management) were introduced to the group.
2. August meeting minutes were approved with minor corrections.
3. Mary Jo reviewed the LMSC Vision Statement and 2010 goals and there was considerable discussion among the group about attendance. There was a suggestion to bring the attendance issue up at a future DOD meeting after identifying those members who have missed a majority of the meetings. DOD's will be reminded by Jean to encourage their employee's who are members to attend meetings.

There was also a discussion concerning the frequency of future meetings. Derek recommended that the group consider meeting quarterly to make it easier for those members who have difficulty making it to monthly meetings. After further discussion, the majority of the group agreed that we should continue to meet monthly. Goal would be to get to quarterly meetings within 6 to 12 months.

A subcommittee was established to brainstorm a list of prospective 2011 committee goals and report back to the group at the November meeting. Members Tom Bosman, Mark Cahill, Michael Dreis, Mark Pothen, John F. Blackstone.

A different small subcommittee was established to begin work on the 2011 objective of developing an overarching St Paul City AWAIR policy. Members Tom Bosman and John F. Blackstone

4. Mary Jo reminded everyone that copies of Department safety committee meeting minutes must be forwarded to her so that they can be posted on the LMSC website and distributed to LMSC members. Sub-committees department/offices should meet at least quarterly and send minutes.
5. The group was reminded that Departments must maintain OSHA logs (Form OSHA 300) for their locations and ensure that the 2010 yearend summaries (Form OSHA 300-A) are posted at each location from Feb 1st through April 30th, 2011.

6. Everyone agreed that the e-mailed LMSC Weekly Safety messages are beneficial and should be continued. All City emails to go out twice a year to encourage participation in the LMSC. LMSC to be introduced at new employee orientation.

Next meetings from 8:30 – 10:30am

- a. October 6, 2010 at Municipal Garage;
 - b. November 3rd, 2010 Fire Department - 7th street and Randolph
 - c. December 1, 2010 at Municipal Garage
7. Need to set schedule for 2011, and perform quarterly off site meetings was agreed. Labor should address new co-chair for 2011.
 8. Monthly safety messages for 2011: Ron Hauth and Lynn Waldorf will decide and bring to October meeting.
 9. City wide property damage report form will be ready for distribution and discussion at November meeting.
 10. Reports – Quarterly
 - a. money/cause/body parts
 11. Training on Incident Investigation in December 2010 or January 2011.