

# HEALTH & SAFETY COMMITTEE MEETING

JULY 12<sup>TH</sup>, 2023

AT 2:30 P.M.

ROOM 250

Please use the following link to view this meeting remotely  
<https://www.youtube.com/channel/UCjwHFloW13M224SgVU95Ifg>

## Call to Order

## Citizen Comment

## Approval of Minutes from Previous Meeting

## Executive Session

- for 5 ILCS 120/2 (c) 8 -Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

## Old Business

- Emergency Guidelines/Safety Procedures Flip Chart
  - Forward to LCIT
- 2023 Blood Drive

## New Business

- Employee Appreciation Luncheon
- Find it, Fix it Friday

## Workers' Compensation Incidents – Report Only NOT Included

This Year 12.1.2022– 11.30.23	Last Year 12.1.21 – 11.30.22
June 2023 – 0 claims reported	June 2022 – 1 claim reported
2023 Year to Date – 14 claims reported	2022 Year to Date – 8 claims reported

## Safety Concern Submissions

## Monthly Safety or Training Topic

- Health Emergencies

## Employee Open Floor

**Next Meeting:** Wednesday, August 9<sup>th</sup>, 2023

## Adjournment

## Safety & Health Committee July 12<sup>th</sup>, 2023

A meeting of the Safety & Health Committee was held on **July 12, 2023** in Room 250 with the following members present: Board Members Present: Doug Stockley, Dave Torres, Matthew Slager, Michael McEmery Tony Tooley and Gelinda Heller. Absent: William Brown

Karen Miller – Recorder’s Office  
MaryAnn Kettman – Highway Department  
Greg Vacarro – Circuit Clerk’s Office  
Lisa Dahl – School Health  
Bob Kaminski – Maintenance Department  
Felecia Rasmussen – Sheriff’s Department  
Tom Walsh – County Board  
Julie Ziel HR Department

Holly Pabian – Recorder’s Office  
Abbie Krafft – Assessment Office  
Delie Lingenfelter – Central Services  
John Haag – IT Department  
John Dyke – Sheriff’s Department  
Don Jensen – County Board Chairman  
Fred Moore – EMA  
Laura Braasch – CCMSI

Doug Stockley called the meeting to order at 2:30 pm.

**Motion by Abbie Krafft 2<sup>nd</sup> by Michael McEmery to approve the minutes of the prior meeting. Aye-all. Nay-o. Motion Carried.**

**Motion by Dave Torres 2<sup>nd</sup> by Tony Tooley at 2:33 p.m. to go into executive session for reason 5 ILCS 120/2 (c) 8.**

**Motion by Mike McEmery 2<sup>nd</sup> by Tony Tooley at 3:15 p.m. to exit executive session. Roll call: Roll call: Torres, McEmery, Slager, Tooley & Heller. Absent: Brown. Motion carried.**

### Old Business:

- Emergency Guideline/Safety Procedures Flip Chart – The flip chart has been completed, but final printing is on hold. The Health & Safety Policy & Procedures Manual is being revised. The revisions will be presented before the LaSalle County Insurance Trust committee for approval. Once approved, printing of the flip chart will be completed.
- 2023 Blood Drive – Several time slots still available. Please sign up. July 27<sup>th</sup>, 10a-3p. The event will be canceled if the County does not have at least 30 participants. Fred will contact the Health Department and request them to announce the event on their Facebook page.

### New Business:

- It was announced the County would be holding an Employee Appreciation Luncheon on Thursday, September 14, 11 a.m-1 p.m. in the EMA Building. Please contact Julie Ziel to volunteer to help. Fire extinguisher training will be conducted in 15-minute intervals during the luncheon.
- Find It, Fix It Friday initiative was announced by Mr. Fred Moore. Every Friday, a pre-selected department will be tasked with inspecting their office space for safety hazards. A maintenance work order form will be provided to report issues that need to be addressed. We are hoping this will mitigate most issues prior to the annual safety inspection.

### Departmental Incident Report:

- June 2023 – 0 claims reported compared to June 2022 – 1 claim reported
- YTD 2023 – 14 claims reported compared to YTD 2022 – 8 claims reported

### Safety Concerns Submissions:

- No submissions were received

**Employee Open Floor:**

- No issues discussed

**Monthly Safety Topic:**

- July Monthly Safety Topic – Health Emergencies. Ms. Laura Braasch gave an overview of the most commonly experienced health emergencies. All safety representatives are asked to distribute the First Aid Best Practices handout to their departments.

**Announcement of Next Meeting:** The next meeting is scheduled for August 9<sup>th</sup>, 2023 at 2:30 pm in Room 250.

**Motion by Tony Tooley 2<sup>nd</sup> by Michael McEmery that the meeting adjourn. Aye-all Nay-o. Motion Carried.**

Minutes prepared by Julie Ziel



# Reports And

BEE ALERT AND YOU  
WON'T GET BURNED

# Handouts



# LIFESTYLE

## LESSONS



### First-aid Best Practices

First aid is a form of emergency assistance that can help support an ill or injured person until professional medical care is available. The ABCs of first aid refer to: airway (making sure the person is able to take in enough air), breathing (helping the person stay calm and keep breathing) and circulation (confirming that the person has a steady pulse).

Any care provided beyond this should be focused on making sure no further harm is done and that the person is comfortable until help arrives. Keep reading for an overview of common injuries that can require first-aid assistance and proper response tips.

---

#### Shock

- Have the injured person lie down on their back and elevate their feet higher than their head.
- Keep the person warm with a blanket.
- Assess other injuries that may accompany shock, such as broken bones.
- Seek medical attention immediately.

#### Nosebleeds

- Have the victim sit upright to slow the flow of blood and gently pinch the nose for 10 minutes.
- If bleeding persists for an extended period, seek medical attention.

#### Burns

- If the skin is not broken, run cool water over the burn for several minutes.
- Cover the burn with a sterile bandage or clean cloth.
- Do not place creams, ointments or ice on the burned area.

#### Cuts and Scrapes

- Stop bleeding by applying pressure with a sterile gauze pad or clean cloth.
- If bleeding persists for an extended period after applying pressure, seek medical attention.

#### Poisoning

- If you cannot identify the poison or there are no instructions on the label, call Poison Control at 1-800-222-1222 and seek medical attention if needed.

---

### First-aid Kit Preparation

Having a first-aid kit is the best way to be prepared for home injuries and emergencies. Many retailers sell pre-packaged kits, but you can easily build your own. Be sure to include assorted bandages, alcohol wipes, gauze, gauze tape, antiseptic ointment, instant ice packs, sterile eyewash, elastic bandages, bandage scissors and tweezers in your kit.

For additional lifestyle and well-being guidance, contact us today.

CCMSI

[laura.braasch@ccmsi.com](mailto:laura.braasch@ccmsi.com)

*This flyer is for informational purposes only and is not intended as professional advice. © 2008, 2016, 2021 Zywave, Inc. All rights reserved.*



CCMSI®



## Loss Report 2023

DEPARTMENTS	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD TOTALS
Nursing Home													0
Maintenance	1												1
Health Dept.													0
Highway Dept.	1		1										2
Sheriff's Office				1		1							2
Sheriff's Office / Jail	1				1	4							6
County Parks													0
Central Services													0
Assessor													0
Animal Control													0
Circuit Clerk													0
State's Attorney													0
County Clerk													0
Schools Services													0
Office of Education													0
Auditor													0
HR/County Board													0
Recorder													0
Treasurer													0
Coroner													0
Probation Dept.				1									1
708 Board													0
EMA													0
Env. Services													0
I.T.													0
Detention Home					1								1
Court Services			1										1
2023 Totals	3	0	2	2	2	5	0						14
2022 Totals	1	1	2	1	0	2	1	1	1	1	1	0	12
2021 Totals	3	1	3	1	4	0	1	4	2	4	3	0	26
2020 Totals	2	2	1	1	0	2	3	4	2	2	1	0	20
2019 Totals	4	1	3	5	0	1	2	5	2	1	2	1	27
2018 Totals	5	8	2	1	3	2	1	2	6	0	3	0	33

2017 Totals	3	3	5	1	2	5	6	2	2	6	0	1	29
2016 Totals	3	9	3	5	6	4	11	6	7	8	5	0	67
2015 Totals	2	6	4	1	2	2	6	6	3	4	2	4	42
2014 Totals	4	4	6	5	6	3	7	8	4	3	3	4	57
2013 Totals	5	4	6	6	7	4	1	4	4	3	4	1	49
2012 Totals	6	6	5	2	4	7	4	2	4	5	4	1	50
2011 Totals	4	5	3	1	7	7	8	6	6	3	7	5	62
2010 Totals	5	5	1	3	4	4	6	4	5	2	2	8	49



