

Self-Insurance Management Safety Committee
December 13, 2017 – 2:30 p.m.

Present: Chairman Wood, Supervisor John Collyer, Paul Lent; Michael Petta, Diane Brown, Human Resources; Tom Speziale, Bill Benosky, Scott Brackett, David Costanzo, Public Works.

Chairman Wood called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Collyer, seconded by Mr. Brackett the minutes of the October 2, 2017 meeting were approved unanimously.

Mr. Wood said that the Safety Suggestion winners were presented in October. Mr. Speziale gave an update regarding the winning suggestions.

1. Video surveillance signs have been placed at each of the doorways of county buildings 1-4. The signs were created in house by the county maintenance department.
2. DSS round mirrors with cameras and monitors. Mr. Speziale said that they purchased and tried out one convex mirrors and unfortunately it did not work for the purpose intended. Mr. Speziale said that they have given Mr. Maxwell an estimate for two cameras for the Medicare Food Stamp HEAP area and the Temporary Assistance area. The estimate was \$2,700 for the two cameras and monitors and they will be purchased in January.
3. Crosswalk at DSS. Mr. Speziale said that there was always a crosswalk there in the form of two lines, however it was enhanced with perpendicular lines and signage.

Mr. Speziale gave an update on the security grant. Mr. Wood said that the grant was received over a year ago and a lot of work was done with the grant proceeds. Mr. Speziale said that there were some funds remaining and it was decided to use them on spare cameras, these cameras have been delivered and are in HR, an additional lockdown button has been installed at the 911 center, and access at the 911 center for the security cameras will be completed within the next week. The grant was \$124,000 and all funds have been spent. Mr. Speziale said that additional training will be provided by Tyco. There was also additional wiring configuring needed due to the hours of business at the Courts. Mrs. Brown said that in January they will be putting together a procedure to test the lockdown system monthly. The four buttons to lock down the doors are located in the Chairman of the Board office, County Administrators office, Human Resources and the 911 center. Mr. Speziale suggested that the first system test be conducted the same day Tyco are at the County to conduct training.

Mr. Wood asked the committee members to think about next year and about any activities and goals that may need to be brought to the committee. Mr. Wood said that maintaining a safe environment for employees and the public is of utmost importance. Mr. Wood thanked the committee members for their work and participation over the past year.

On a motion made by Mr. Lent, seconded by Mr. Brackett the meeting was adjourned unanimously.

Respectfully submitted,
Therese Connolly
Deputy Clerk of the Board