



**City of Anacortes
Safety Committee Meeting
Date: 1/21/2021**

Location: Teams
 Chairperson: Mary Ellen Zell
 Secretary: Joan Pringle

Members in Attendance:

| | | |
|---------------------------------|------------------------------------|-----------------------|
| Mary Ellen Zell, Finance | Dustin South, Parks | Zabrina Nybo, Police |
| Luke Taylor, Water distribution | Sylvia Cooper, WWTP | Lynn Barber, HR |
| Shelly Jenson, Operations | John (JJ) Small, Library | Tess Cooper, Planning |
| Joan Pringle, WTP | Diane Hennebert, Engineering/storm | Dan Jones, Streets |
| Ryan Harris, Fleet | | |

Departments Absent: Fire/EMT, Senior Center, Facilities, Solid Waste, Admin/IT/Fiber/Court, Museum

- A. Meeting called to order at ~1:30 p.m. (Mary Ellen)
- B. Dec. 17 meeting minutes
 - 1. Sylvia moved to approve; JJ and Diane seconded
 - 2. All approved
- C. New Safety Reps
 - 1. Zabrina Nybo, police
 - 2. Dustin South, parks
 - 3. Dan Jones, streets
- D. New department goals (Mary Ellen)
 - 1. Safety reps should meet with their teams and come up with three safety goals for 2021
- E. Near misses/injuries (Roundtable)
 - 1. Dustin: crew met recently to talk about being careful about needle sticks while picking up trash. Have sharps containers in all vehicles. Per Lynn and Zabrina, the containers just go in the garbage when full.
 - 2. Lynn: Injury in parks involved a person hitting their thumb with a hammer; may have been broken
 - 3. Lynn: still working on quarantine claims for first responders for Covid grant
- F. CPR training (Sylvia)
 - 1. All new staff at Lifetek – looking at contracts to see how they can accommodate; looking at training by Zoom
 - 2. Can accommodate 8 people for in-person hands-on sessions
 - 3. New employees have been taking online CPR training
- G. BBP manual update (Sylvia)
 - a. Next week will send out manual with WAC updates for review
 - b. Each department needs to review their own BBP plans
- H. De-escalation classes (Mary Ellen)

1. Last session on Jan. 19 - 24 signed up; 17 showed
 2. Total of 83 employees took the class
 3. Want to do again and consider using same instructor to do other training
- I. WellCity Update (Lynn)
1. Committee has reps from each department
 2. Will send in application this week; due Feb. 1
- J. Covid-19 Update (Nick not at meeting so Lynn and Zabrina)
1. Emergency Family & Medical Leave Expansion Act (EFMLEA) ended Dec. 31
 - a. City allowing employees to use sick leave for any Covid reason
 - b. Policy will go to end of year unless federal government comes up with a new plan
 - c. does not pertain to first responders
 2. Skagit update as of this week:
 - a. 98 new cases
 - b. 3,618 total
 - c. 221 hospitalizations
 - d. 46 deaths
 - e. 4,932 people vaccinated
 3. Washington DOH Phase Finder – to check vaccine eligibility at <https://form.findyourphaseswa.org/210118771253954>
 4. Public Health vaccination page at <https://www.skagitcounty.net/Departments/HealthDiseases/coronavirusvaccine.htm>
- K. Safety Committee Webpage (Mary Ellen)
1. Safety Star award photos posted
 2. Will be adding more photos
- L. CompPsych/AWC training and Lunch & Learn Ideas (Mary Ellen)
1. Last year planned de-escalation classes – done 😊
 2. and Bringing out the Best in Others – could not do due to Covid
 3. 2021 Personal Development/Work-Life Topics from ComPsych on Teams under Safety Committee Team - 2021
- M. This year's calendar ideas and theme (Mary Ellen)
1. Suggested themes:
 - a. Bringing out the best in others (Joan)
 - b. Safety actions done not for recognition but for self and co-workers (Sylvia)
 - c. Something like Patrol Partner Award in police department – who would you want to go on a call with/ who do you want to be with knowing they will do things right (Zabrina)
 - d. It takes all of us (Dustin)
 2. Let Mary Ellen know calendar ideas
- N. Other
1. Vehicle first-aid kit restocking this spring (Shelly)
 2. Will do like last year
 3. Shelly will get number of kits and supplies needed from each department
 4. Reps will pick up supplies at operations

Time Adjourned ~ 2:30 p.m.

The next Safety Committee meeting will be Thursday, February 18, at 1:30