

## **RISK MANAGEMENT COMMITTEE**

COMMITTEE: RISK MANAGEMENT COMMITTEE  
DATE: MONDAY, APRIL 29, 2019  
TIME: 4:00 P.M.  
PLACE: COUNTY BOARD ROOM

### **CALL TO ORDER**

Chairperson Campbell called the meeting to order at 4:00 p.m. and read the agenda.

### **ROLL CALL**

Members Present: Burl, Campbell, & Lukas

Absent:

Others present: Nora Matuszewski, Tammy Queen, Mark Rinehart, Jason Theune, Jacee Anderson & Tom Tallier

### **APPROVE AGENDA**

Motion by Lukas to approve the agenda, second by Burl. All present voting AYE. Motion carried.

### **APPROVE MINUTES FROM THE MARCH 25, 2019 MEETING**

Motion by Burl to approve the minutes from the March 25, 2019 Risk Management meeting, seconded by Lukas. All present voting AYE. Motion carried.

### **DISCUSSION WITH MAINTENANCE ON SECURITY UPDATES**

The building committee is allowing the Maintenance to replace the door in the courtroom, so they would like to put in an alarm lock on the door. There will be metal placed in mesh form on the DSS door to the offices, and the committee will ask the building committee to have Apex look into a new security system and smoke alarm system for the courthouse and both annexes.

### **DISCUSSION AND POSSIBLE ACTION ON AN EXTREME WEATHER POLICY TO FORWARD TO THE FULL COUNTY BOARD**

Motion by Lukas to bring back the policy that was drafted back in resolution form to the next Risk Management meeting to be forwarded to the full County Board in June, second by Burl. All present voting AYE. Motion carried.

### **DISCUSSION ON HAZARDOUS COMMUNICATION TRAINING, WHO WILL BE TRAINED, AND GETTING A DATE SET WITH JODI TRAAS**

Jodi will be conducting the training and she thinks it is a good training for all employees, so she will be doing two sessions. The date will be set by Jodi as soon as she is available.

### **DISCUSSION ON FUTURE ITEMS**

Inclement Weather Policy Resolution  
Hazardous Communication and Bloodborne pathogens training date  
County Mutual communication  
Maintenance  
Camera discussion with the Judge  
2020 Security Conference designee to attend  
Signage for items not allowed in the courtroom, extension to the courthouse

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

There being no further business, motion by Lukas to adjourn meeting, seconded by Burl. All present voting AYE. Motion carried. Meeting adjourned at 4:48 p.m.  
Next meetings set for May 29, 2019 at 4:00 p.m.