

RISK MANAGEMENT COMMITTEE

COMMITTEE: RISK MANAGEMENT COMMITTEE
DATE: TUESDAY, MAY 26, 2020
TIME: 4:30 P.M.
PLACE: COUNTY BOARD ROOM

CALL TO ORDER

Chairperson Campbell called the meeting to order at 4:30 p.m. and read the agenda.

ROLL CALL

Members Present: Burl, Campbell, & Lukas

Absent:

Others present: James Whiteaker, Christy Doan, Tammy Queen, Jacee Shepard, Mark Rinehart, Jody Jensen, Cindy Gretzinger and Nora Matuszewski

APPROVE AMENDED AGENDA

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

APPROVE MINUTES FROM THE MARCH 16, 2020 MEETING

Motion by Burl to approve the minutes from the March 16, 2020 Risk Management meeting, second by Lukas. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None

UPDATES ON MAINTENANCE SECURITY PROJECTS, POSSIBLE ACTION ON CAMERAS FOR FAIRGROUNDS

Rinehart explained the Fairgrounds is being torn up by 4-wheelers. Motion by Lukas to put up signs, winter fencing and trail cameras, second by Burl. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON COURTHOUSE ENTRANCES AND EMERGENCY EXITS

There were complaints about a fire escape/emergency exit being used to gain access to an office. Motion by Lukas to notify courthouse employees that fire escapes/exits are not to be used for anything but emergencies, visitors are to use the main entrance, and install signs on the doors that state emergency exit only, second by Burl. All present voting (AYE). Motion carried.

UPDATE ON EMERGENCY MANAGEMENT DIRECTOR PROJECTS:

- EVACUATION ROUTES
- EMERGENCY RESPONSE SOFTWARE

Theune sent the routes to Rinehart last week, and Whiteaker has not received the software from him yet. The evacuation signs were looked at and the committee asked Rinehart if they could be improved on. Rinehart will discuss it with Theune and bring back to the committee.

Motion by Lukas to table the routes on the evacuation maps to fine-tune them, second by Burl. All present voting (AYE). Motion carried.

UPDATES ON INSURANCE CLAIMS.

The Clerk brought in previous years and current to date liability claims for the committee to review.

No Action.

UPDATE ON DEDUCTIBLE FUND ACCOUNT BALANCE

The Clerk explained the deductible fund balance and what it is used for.

No Action.

DISCUSSION ON FUTURE AGENDA ITEMS

- Active Shooter Training
- Emergency Management Updates-software/evacuation routes
- Tornado/Fire Drills
- Update on Fair situation pertaining to 4-wheelers

ADJOURNMENT

There being no further business, motion by Lukas to adjourn meeting, second by Burl. All present voting AYE. Meeting adjourned at 5:31 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Risk Management meeting.