

**Statewide Safety Committee**  
**Meeting Location: 1526 K Street, 4<sup>th</sup> Floor, Conference Room D Hearing Room**  
**Meeting Minutes**  
**September 26, 2017**

**Next Meeting:** November 28, 2017 from 9:00 AM – 11:00 AM at  
1526 K Street, 4<sup>th</sup> Floor, Conference Room D Hearing Room

---

- I. Announcements
  - a. Shereece Dendy called the meeting to order at 9:00 AM.
  
- II. Roll call
  - a. **Present:** Dennis Carraher (L), Kevin Petska (L), Melissa Buss (L), Deb Home (L), Eric Sergeant (M), David Bartko (V), Christina Burkman (V), Shereece Dendy (M), Julie Lowry (V)
  
- III. Approval of minutes from last meeting.
  - a. Kevin moved to approve the minutes. Eric seconded the motion.
  - b. The Committee voted to unanimously approve the July 25, 2017 minutes.
  
- IV. Discussion of Open Issues from July 25, 2017.
  - a. Potential stretching programs for State Employees.
    - i. There is currently a stretching program, Shereece will get a log-in for the program.
  
- V. David Bartko – Detailed review of winter months claims.
  - a. Most claims are slip/trip and fall.
  - b. Work with HR representatives on appropriate Claim descriptions.
  - c. We need to figure out a way to show the amounts that Risk Management is paying to the AGO for salary, benefits, etc...
  - d. In January Risk Management is sending a Workers' Compensation "Report Card" to all agencies showing them their WC costs, trends, etc...
  - e. Shereece will ask Byron Diamond if he will discuss workers' compensation with other agency directors at the cabinet meeting.
  - f. See if we can add a piece to the Governor's Wellness Award—recognize an agency who is promoting a culture of safety.
  - g. Look into sending a questionnaire with the "Report Card" to see what agencies are doing to promote safety.
  
- VI. Other
  - a. We need to make sure there are decision makers on the Safety Committees.
  - b. Have an even amount of Labor and Management members on the Committees.

- c. Have the Statewide Safety Committee provide oversight to Agency Safety Committees. Request that the agency provide us with their Injury Prevention Plan so the Statewide Safety Committee can provide feedback.
- d. Statewide Safety Committee members will reach out to their agency contacts to see how they are coming along with their IPP and try to schedule a meeting to discuss it.
  - i. Do you have a Committee set up?
  - ii. Who is your Committee contact?
  - iii. Have you held a Safety Committee meeting? If so, request a copy of the meeting minutes.
  - iv. Have any changes been made to the IPP? If so, request a copy of the changes.
- e. We will review Board memberships next meeting.
  - i. Board member terms are two years—coming up in October.
  - ii. We will see if members would like to stay on or not.
  - iii. Shereece would like to offer up her position as Committee Chair.
  - iv. Try to get members from Corrections and the University.
- f. Dennis will contact Shereece about potentially setting up FA/CPR training at one of his staff meetings.

VII. Adjourn

- a. The meeting was adjourned at 11:01 A.M.

Minutes submitted by: Julie Lowry

Key: (M) = Management member, (L) = Labor member, (V) = Volunteer/Visitor