



# City of Rock Falls Personnel/Safety Committee Meeting Minutes

Date: 03/25/10    Time Meeting Started: 7:00pm    Time Meeting Ended: 8:00pm

Members		Also Attended	
Alderman Thurm (Chairperson)	P	Mayor Blanton	P
Alderman Reitzel	A		
Alderman Vandersnick	P	Richard Downey, City Administrator	P
P-Present A-Absent			

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ 7:00pm	<ul style="list-style-type: none"> <li>Committee called to order at 7:00pm</li> </ul>	No action.
2. Approve Minutes of February 25, 2010	<ul style="list-style-type: none"> <li>Minutes were approved as presented.</li> </ul>	Minutes were approved as presented.
3. Workers Compensation Liabilities Report	<ul style="list-style-type: none"> <li>Committee reviewed worker's compensation reported. After review committee accepted as presented. Committee thanked City Clerk for report.</li> </ul>	No action.
4. Department Safety Reports	<ul style="list-style-type: none"> <li>Committee reviewed reports and accepted as presented.</li> </ul>	No action.
5. New Business a) Develop employee recognition program - Electric Committee	<ul style="list-style-type: none"> <li>City Administrator reported that Electric Committee would like to have a recognition program created as per suggestion of Hometown Connections survey. Committee discussed. Committee requested more information from all departments as Mayor visits them on yearly meeting and tabled issue.</li> <li>Mayor also discussed having a retirement recognition program. Committee discussed.</li> </ul>	Both items were tabled until next meeting.
5. New Business b) Develop Employee Orientation Program - Mr. Downey	<ul style="list-style-type: none"> <li>City Administrator requested issue be tabled for this month.</li> </ul>	Item was tabled.
5. New Business c) Develop AED (Automatic External Defibrillator) Roll Out	<ul style="list-style-type: none"> <li>City Administrator reported on issue, requested that the committee work on roll-out plan for AED's. Committee requested that Sewer department have one at the new sewer plant, after construction is done. Committee requested that as it becomes fiscally reasonable to place one at City Hall, one in the Community Building, one at the Water Department, and one at the Street department building.</li> </ul>	Plan for AED roll out would be adopted as fiscally reasonable.
6. Committee Member items	<ul style="list-style-type: none"> <li>Nothing was presented!</li> </ul>	No action.
7. Review/Approve Minutes	<ul style="list-style-type: none"> <li>Minutes were approved as presented.</li> </ul>	Minutes approved as presented.

8. Adjournment	<ul style="list-style-type: none"><li>• Meeting adjourned at 8:00pm.</li></ul>	Meeting adjourned at 8:00pm.
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Richard Downey, Recorder, Rock Falls Personnel Committee