

**CITY OF LA VISTA  
SAFETY COMMITTEE MEETING  
FEBRUARY 28, 2007**

**I. CALL TO ORDER**

A meeting of the Safety Committee convened on February 28, 2007 at 8:30 a.m. at the La Vista Police Facility, 7701 South 96<sup>th</sup> Street, La Vista, NE 68128.

Present were Mary Alex, Pat Archibald, Ann Birch, Pam Bueth, Pat Cavlovic, Jeff Corbit, Ray Crane, Karen Fagin, Brenda Gunn, Bob Lausten, Sheila Lindberg, Rita Ramirez, Rose Iwan, Jeff Siebels, Jeff Sinnett, Joe Soucie, Lori Spethman-Twiford, Scott Stopak, and Randy Ruhge.

**II. APPROVAL OF MINUTES FROM JANUARY MEETING**

A motion was made by Pat Archibald to approve the minutes from the January 31, 2007 meeting. Seconded by Randy Ruhge. Ayes: All.

**III. OLD BUSINESS**

**A. SUB-COMMITTEE BRIEFINGS**

**1. STANDARD POLICIES**

Lausten reported that a tabletop exercise featuring a tornado scenario will be held at the Police Facility on May 14, 2007 from 9:00 to 12:00.

Siebels reported on the safety inspections and distributed copies of the reports for each facility. Reports will be reviewed by respective department heads and they will be responsible for making sure that any needed corrections are handled. Gunn expressed the need for fire evacuation plans to be posted at all facilities and Lausten added that emergency phone numbers need to also be posted. Lausten will handle obtaining marked floor plans for designating exits.

**2. SAFETY ANALYSIS AND TRACKING OF INCIDENTS**

January incident reports were provided by Bueth on behalf of Lupomech and reviewed by the committee. Gunn suggested that categories be added for classifying each incident as preventable or non-preventable. By tracking incidents city-wide, the need for additional training can be identified to prevent repeat incidents. Ramirez stated that the reports can be manipulated in various ways for effective year end summaries. The need exists to develop a format for reviewing all reports on a semi-annual basis. It was also noted that department heads are the final authority for signing off on these reports. After further discussion, Lausten ask to have Lupomech run a summary report.

**3. TRAINING AND INSPECTIONS**

Lausten reported that the last CERT classes for employees are scheduled for March 6, 8, 13 and 15. Summer plans are being developed for additional driver training.

#### **4. REWARDS AND INCENTIVES**

Birch reported that she had done research on incentive programs. She received examples of point systems in which points were earned and turned in for catalog purchases. The information will be given to Stopak and Lindberg. Stopak reported that the Safety Bingo program was going well.

#### **IV. NEW BUSINESS**

1. Lausten showed the presentation CD from the Nebraska State Patrol on the Ice Storm in western Nebraska. Soucie reported on past methods of communication used to inform citizens when such an event occurs. Door to door communication and driving through neighborhood with a public address system are examples.
2. The presentation by Sarpy County 911 Director Larry LaVelle was held over until next month due to Mr. LaVell's inability to attend today.
3. Crane reported on the pandemic training information he received at the Sarpy/Cass Coalition Meeting. An information sheet was distributed and is attached to these minutes. Lausten added that plans need to be implemented City- wide as such an event will have a major impact on the Police Department, City Hall and the overall economy. Each department head should consider what actions and plans they would follow should such an event occur. He also suggested we have a link on our website to the Douglas County Health Department.

Soucie informed the committee that the National Safety Council will be holding a Safety and Health summit at the Qwest Center on May 16<sup>th</sup> and May 17<sup>th</sup> and asked if the committee will be sending a representative.

#### **A. DISCUSS NEXT MEETING DATE**

The next safety committee meeting is scheduled for March 28, 2007 at 8:30 a.m. at the Police Facility. Bring your ideas.

#### **V. ADJOURNMENT**

Motion to adjourn by Gunn, seconded by Fagin.

The meeting was adjourned at 9:15 a.m.