

VILLAGE OF DECATUR SAFETY MEETING AGENDA

Tuesday
February 20,
2024



VILLAGE OF DECATUR
SAFETY MEETING AGENDA
Tuesday February 20, 2024 – 12:00PM
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

12:00PM Safety Meeting

Note: Please be courteous and turn off cell phones during the meeting.

1. **CALL TO ORDER**

2. **ROLL CALL (Excused Absences if Any)**

3. **APPROVAL OF CONSENT AGENDA ITEMS**

5A.1 – Approval of the Safety Meeting Agenda for February 20, 2024.

5A.2 – Approval of the Safety Meeting Minutes from January 24, 2024.

4. **DEPARTMENT SAFETY TOPICS**

6A.1 – Blood Borne Pathogens, powerpoint presentation by Christina Benson.

5. **COMMENTS**

6. **ADJOURNMENT**

Village of Decatur
Village Safety Committee Meeting Minutes

Wednesday, January 24, 2024, at 12:00 P.M.
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. Village Manager Tapper called the meeting to order at 12:03 P.M.

II. **Roll Call**

Clerk/Treasurer, Megan Duncan provided roll call; Village Manager, Christopher Tapper, Chief of Police Thomas VanDerWoude, DPW Foreman, James Ebeling, DPW Team Leader, Tim Shroyer, DPW crew member, Gordy Myers, DPW crew member Alex Boitnott, DPW crew member Joe Whipple, Deputy Clerk/Treasurer, Natalie Davis, Administrative assistant, Shantel Pentland. Village President Elwaer (excused), President Pro Tem Jackson (excused), and Trustee Mead Jr. (excused).

III. **Approval of Agenda**

- a. Chief VanDerWoude made a motion with support from DPW Team Leader Shroyer to approve the Safety meeting agenda for January 24, 2024, Safety Meeting Minutes from October 23, 2023, and Safety Meeting Minutes from November 21, 2023, motion carried 10-0.

IV. **Department Safety Topics – Sexual Harassment & Discrimination in the Workplace**

- a. Village Manager Tapper spoke to the committee about the importance and education when it comes to sexual harassment & discrimination in the workplace. If you see something, say something. Being aware of what you are saying to individuals and being respectful.
- b. Chief VanDerWoude stated when he was interim Village Manager, he and Clerk/Treasurer Duncan met with Michigan Municipal League member Todd Weaver concerning lowering liabilities with Village employees by training to high liabilities topics. While sexual harassment & discrimination isn't perse "Safety" topics, but it needs to be an educational training for us.

V. **Department Safety Topics – Reducing Exposures from Workplace Violence.**

- a. Village Manager Tapper explained to the committee about exposures from workplace violence. Employees may be having life-changing events in their personal lives, and it can possibly cause changes with the employee attitudes when they come to work. The Village will not tolerate bad behavior or violence from its employees or residents.

VI. Safety Committee Comments

- a. Village Manager Tapper requested future topics for meetings from committee members. He also suggested that he ride with DPW workers and travel through the Village. The goal in doing so is getting a different perspective on what is being seen.
- b. Admin Assistant Pentland stated we have many Spanish speaking residents that do not understand English. Future training on the procedures for handling bilingual or language barrier situations.

VII. Adjournment

- a. Clerk/Treasurer Duncan made a motion with the support of Admin Assistant Pentland to adjourn the meeting at 1:02 P.M., motion carried 10-0. Minutes submitted by Megan Duncan, Village Clerk/Treasurer.