

May 29, 2018

The Page County Board of Supervisors met in session on this 29th day of May 2018, with Alan Armstrong, Jon Herzberg and Chuck Morris present. On a motion by Herzberg, seconded by Armstrong, the board moved to approve the agenda. Present from the public were JD King, Rick Dailey, Jamie Campbell, Judy Ridnour and John Van Nostrand.

Mark Shaffer with SPRDirect met with King, Dailey, Campbell and the board to discuss the next steps for the secondary roads safety strategy. Shaffer presented a power point presentation on Accident Investigations. Shaffer will send a new incident report form to be used in the future. The injured employee, immediate supervisor and safety committee should all be involved in an accident investigation. Shaffer is willing to run the first couple of safety committee meetings and then he will pass the responsibility on to the safety committee. We must find out the root cause of the accident. The employee might have to be re-trained on specific topics prior to returning to work with proper documentation to prove they have been re-trained. If an employee was re-trained and a safety policy was violated, accountability steps must be taken. King stated the contract shows progressive steps of possible discipline. We must follow doctor restrictions and need to have a written return to work document. Job descriptions need to be revised in the personnel policy, and a post job offer physical exam should be required. Functional capacity test needs to be completed before an employee returns to their job to confirm they can perform the job duties. The board of supervisors will determine where an employee should go to the doctor depending on the accident and/or circumstance. We need to investigate any accident where an employee seeks medical attention. An investigation is for the purpose of fact finding not fault finding. OSHA must be contacted within eight hours for a fatality and within 24 hours for a hospitalization, an amputation or a loss of an eye. Shaffer wrote down approximately 15 topics today that training needs to be provided on, along with how frequently the training needs to be completed by the employee individually. Secondary Roads needs access to computers and/or internet for training purposes. The board discussed with Shaffer the preference for an employee to go to an occupational health doctor versus a family doctor. Ridnour, Armstrong and Herzberg will contact Auditor Wellhausen and do some research on the possibility of using the hospitals in the county for occupational appointments. Herzberg asked about getting a sign that states how many days accident free the county has worked. Shaffer stated it also needs to include how many miles have been driven accident free. The Functional Capacity test was discussed again and how implementing that policy would be beneficial to both the employer and the employee.

On a motion by Armstrong, seconded by Herzberg the board moved to approve the minutes of May 29, 2018.

With no further business, the Board adjourned at 3:35 PM and will meet again Thursday, May 31, 2018.

Chuck Morris, Chairman  
Page County Board of Supervisors

Kristi Clark  
Page County Deputy Auditor