

June 17, 2020

Meeting began at 11:00 am with the following members present: Micki Gilfry, Tim Walter, and Tom Smith Emergency Manger & Jean Andrews NIRMA contact person.

**OLD BUSINESS:**

There was a meeting with Matt Schott, Complete Security & Investigations Inc. and some Dodge County representatives. Attending the meeting was Tim Walter, Tom Smith, and Gail Bargstadt with the Treasurer Office & Bob Reynolds with the Sheriff Department.

It was discussed to maybe make the video at the security station door and the Treasurer's Office all one system. Matt Schott will put together a quote and bring to Tim Walter. If that was to be done it would be smart to look into having a bigger DVR that could hold recordings for 30 days. Jean suggested again this might be a good project to turn in for a NIRMA grant. NIRMA grants have to be submitted by November 1<sup>st</sup>.

Tim brought up the fact that there is no dedicated phone line by the security station and it should really be looked into. If something were to happen right at the start they have no way to call other than their radios.

Tim at this time will continue to let the USPS use the north door to enter into the building for mail delivery.

**NEW BUSINESS:**

There was a walkthrough of the courthouse to determine if there were any safety issues that needed to be addressed. There were a few small items that have since been taken care of. It was brought up that there might be issues that employee's would know if so Micki will send out an email to each department asking them to submit to the safety committee any safety issues they see in their office. It will be suggested for them to talk to the employee's in the office and get any and all input. Some examples might be; excessive use of extension cords, anything that could cause a slip, trip or fall, also ask if they have any filing cabinets over 5ft tall if they are secured to a wall. We will ask they submit this to us before the next scheduled safety meeting of September 23, 2020.

With no other new business being brought up, the meeting adjourned at 11:48 am until the next safety meeting on September 23, 2020.

Respectfully Submitted

Micki Gilfry  
Secretary

2020 JUN 25 AM 8:27  
RECEIVED  
Dodge Co Highway Dept