



Plumas County Management Council
A Commitment to Coordinated Public Service

MEETING MINUTES

July 2, 2010

**Health & Human Services Building
Quincy, CA**

Call to Order: Michelle Blackford, Chair, called the meeting to order at about 9:05 AM.

Attendance: See attached sign in sheet.

Additions to the Agenda: There were no additions to the agenda.

Approval of Agenda of July 2, 2010: A motion to approve the agenda was seconded and adopted.

Approval of Minutes of April 2, 2010: A motion to adopt the April 2, 2010 minutes, as written, was seconded and adopted.

Risk Management Issues & Employee Health/Med Issues – Dept. Head Responsibilities:

Shawn Montgomery made a presentation on Safety. This is a follow-up of information to the previous Trindel presentation. Supervisor Simpson stated that the Board of Supervisors is very supportive of the safety program and that one of the program goals is to reduce Workmen's Comp claims.

Shawn Montgomery distributed 2 documents:

1. A copy of the "Plumas County Injury and Illness Prevention Program"
2. A copy of the Department Safety Representative (DSR) Responsibility Sheet

Monthly Safety Meetings are required. The meeting must be documented – for compliance purposes: there was no meeting if the meeting was not documented.

Safety Officer Pat Bonnett reviewed the DSR Responsibility Sheet.

Pat Bonnett commented on the need to implement training.

Shawn stated that existing claims are a major part of the problem.

There was a discussion on "culture" or "attitude" in regard to safety issues. Further discussion also focused on the "morale" of the County workforce.

A suggestion was made regarding the need for training for managers to better learn to identify employee "types" during the employee probation period.

Online trainings will be helpful toward achieving of training goals.

There needs to be a balance between internet training and interactive training.

Plumas County Management Council
Meeting Minutes – July 2, 2010
Page 2

The Safety Officer focused on the fact that achieving intent of the law is mission critical.

Possibilities of interdepartmental training were discussed.

Stress claims vs. accident claims were discussed.

The Risk manager stated that she will prepare a report for departments on the existing claims data.

“Ownership” of the safety program by the employees was discussed.

The safety-related discussions concluded with an acknowledgment that there are indeed many issues to discuss and that this type of communication is good.

Management Council Dues: Kathy Williams reported that the bank account balance, as of this morning, is: \$1,223.64. There are still a couple of outstanding annual (\$25) dues, yet to be paid.

Fair Update: John Steffanic gave a status report on the County Fair, a 5-day event. Jeff encouraged purchase of tickets to the grandstand events. See the web site! Support the Fair! There will be lots of events this year!

Employee Appreciation – Standing Topic (Employee Day at Fair & Retirement Recognition): The concept of a 1-day Plumas County Employee Appreciation Day at the County fair was discussed and it was concluded that such an event would be postponed for at least a year – for further consideration.

Jeff Steffanic reported that the Fair is soliciting private businesses to conduct their own “employee appreciation day” at the Fair.

Following further discussion, Jeff stated that he will propose some type of employee appreciation event for later in the year.

Roundtable Items:

Supervisor Simpson commented on the new re-designed County web site.

Supervisor Simpson reported on the progress of the Board of Supervisors in selecting a new County Counsel – there are 5 candidates, 3 of which are local.

Joe Wilson reported that the façade of the H&HS Building is to be improved (at the cost of the architect).

Joe Wilson reported that a grant (\$108,000) has been received, in partnership with the Feather River College and others, pertaining to interior/exterior lighting upgrades.

Next meeting: August 6, 2010 - 9:00 AM at the HHS Building; Refreshments – Kathy Williams

Adjournment: 11:25 AM.

Submitted,

Recorder