

## Safety Committee Minutes

December 12, 2008

Harlan, Iowa

The FSC safety committee met on Friday, December 12<sup>th</sup> at the Terkildsen Center in Harlan. Those in attendance were Gary Jahn, Bob Gubbels, Steve Bruck, Mark Kline, Lance Axland, Steve Nelson, Steve Gawley, Bob Bruck, Greg Sisco, Steve Petersen, Kenny Crawford, Joe Klein, Steve Jorgensen, Mark Martens and Matt Davie.

Minutes from the October 17, 2008 meeting were distributed and reviewed. Minutes were approved as written. There wasn't a November meeting, but Steve Nelson had mailed out packets of information that were to be used for the monthly training sessions at the branches. There was discussion on required forklift training. Annual testing is required and every three years a performance review of actual driving and operations must be held.

The committee reviewed pulling NH3 tanks after dark. Another company had been in an accident near Guthrie Center with a fatality involving a nurse tank being moved after dark. We must have one steady red light on the back of nurse tanks if they will be moved after dark. FSC needs to have a supply of red lights on hand to provide to farmers who may be pulling tanks after dark. Each location is to come up with a number of lights needed and give this to Steve Gawley to place an order for the entire company. Mark Kline will get a picture of a mounting bracket that the Irwin location is using. This can be used as a pattern to make a large number of these before spring. The goal is to have this completed by March 1<sup>st</sup>.

Bob Bruck handed out a sheet reviewing work comp and auto claims. There have been several incidents reported that may become claims, but at this time are undetermined. There haven't been any auto claims so far this year.

Steve Nelson reviewed the lock-out tag-out program at FSC. Annual testing is required for all employees. Any new equipment needs to have a procedure page developed and placed in the lock-out tag-out manuals.

Steve Nelson reviewed the outside contractor program. A minimum of \$1 million of liability insurance and proof of workman's compensation coverage is required before an outside contractor can do work at an FSC location. Job site orientation forms are also to be filled out before any work is done.

Vehicle safety and security was reviewed by the committee. Daily inspections of our vehicles must be done and recorded. The MCMIS rating for FSC was handed out and reviewed. This rating has improved greatly over the past few months, and we need to keep working to maintain a satisfactory rating.

The committee reviewed an incident where an FSC LP truck that had been stolen and later recovered in Kansas City. This could have been a very bad situation. The keys had been left in the truck, so FSC would have been liable for anything that may have happened. Keys are to be pulled from all vehicles when not in use, even during the day. Steve Nelson reminded everyone that Rick Doran is to qualify all new full and part-time drivers before they are allowed to drive FSC vehicles.

Gary Jahn reminded everyone that he needs copies of all branch safety meeting agendas, dates, and employee listings sent to him.

Steve Nelson announced that the annual Haz-Mat/ Right-to-know training will be held in February. More details will be announced later.

There being no additions to the agenda, meeting was adjourned.