

Safety Committee Minutes  
September 25, 2014  
Defiance, Iowa

The FSC safety committee met on Thursday, September 25<sup>th</sup>, 2014 at the Defiance FSC shop break room. In attendance was Bob Bruck, Tom Grote, Ron Stitz, Mike Evers, Jodi Gubbels, Steve Hall, TJ Keane, Angel Jepsen, Pam Gubbels, Bob Gubbels, Clancy Murphy, Gary Jahn, Pam Borkowski, Paul Hocamp, Jake Young, Joe Klein, Lance Axland, Mark Klein, Chuck Leinen, Steve Jorgensen, Shawn Macha, and Jerry Miller.

Tom Grote opened the meeting by thanking everyone for taking the time to attend the meeting. Tom, Gary Jahn, and Pam Borkowski then addressed the group regarding emergency signs for all FSC locations. Tom informed the group that each sign must have a minimum of 2 emergency contact names listed; however, some locations are listing more than 2 contacts which is acceptable. Gary Jahn addressed the group and reiterated that if an employee is listed as an emergency contact and has a company issued cell phone, they must answer the phone after hours in the event an accident may have occurred. Pam then passed out examples of emergency signs and also a list of emergency contacts for each location. The location managers are to review the list of contacts and get the list back to Pam no later than Oct 1. Pam will then take the list and have signs made for each location.

Tom Grote then discussed with the group the "Ag Retailer Licensing & Endorsement requirements for transporting anhydrous ammonia". The DOT will be eliminating temporary CDLs in the future. Tom thinks this change will be in place for the Fall of 2015 which means FSC will need to be thinking about how this change will impact our temporary employees who haul anhydrous tanks in the Fall. The change will require all individuals hauling tanks to have a class A CDL. This issue will again be addressed in future safety meetings.

Bob Bruck then passed out a list of all the work comp injuries. There were no new work comp injuries or auto accidents to report since the July 2014 safety meeting. The loss amounts for 2 past work comp claims were updated. Bob reminded the group to be sure and report any and all injuries to him within 24 hours of the incident.

Tom Grote then discussed a recent insurance representative visit with the group. Andy McNaught, Senior Loss Control Representative, from Continental Western and Tom Grote visited several FSC locations unannounced and performed a safety inspection. Andy was very pleased with the visit as he and Tom found very minor "recommendations for improvement". The group discussed what was found and solutions to minimize the safety risk.

Tom the informed the group he will be forming a small committee to update FSC's safety manual outline in the employee handbook. This outline has not been updated for quite some time and may need to be refreshed. Tom will be discussing this more in future meetings.

The 2014-15 safety incentive program was the discussed by the group. The group decided to keep the incentive program the same as this past fiscal year. The level 1 and 2 incentive program details will be published. Pam Gubbels and Tom shared with the group the results of 2013-2014 safety incentive program and the bonus funds were distributed to branch managers for distribution to employees who

qualified for the program. Tom, Gary, and Pam thanked the group for their participation in the program which signifies FSC's commitment to a safe environment for all employees to work in.

The next safety meeting will be held in January.