



CITY OF
PORTLAND, OREGON

BIBS
CityFleet

Training & Safety
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SAFETY COMMITTEE MEETING MINUTES

October 23, 2014

Location: Kerby Training Center
Chairperson: Tim Carter

Time: 2:30 PM

Members:	Appointment date and by whom.		
*Jim Crafton	03-13 group	*Terry Jiggar	01-14 City
Milt McCombs	04-14 1005	Tim Carter	03-12 City
Johanna Ross	09-14 483		
Dan Smith	12-11 City Rep		

* = Not present

Comments on previous meeting minutes: The minutes of the previous meeting were read and accepted
Old Business:

- Pat Murphy left the work group, Johanna Ross was appointed to represent 483
- Hoist plates must cover opening and not left on floor unattached. (done)
- Door buzzer at the 1st and Jefferson Garage only chimes once, Dan Smith will check with Don to see about a better warning system for pedestrian traffic. Work order generated with Facilities
- Check to see if Maintenance B. can upgrade lighting in Albina Yard.
- When we see mirrors broken or missing we need to check that they are being addressed.

New Business and Discussions

- Fire extinguishers need to be stored on their side when not mounted, they are a pressure vessel.
- Propane torches need to be removed from disposable bottles, they are a pressure vessel.
- Store flammables in flammable cabinets, Tim Carter mentioned their only flammable cabinet is in the parts room. Can we purchase another one for 1st and Jefferson?
- The committee discussed 1 incident.

Formal safety / health recommendations

Safety Tip: Store flammables properly

Next meeting: Thursday November 20, 2014
Location: Kerby Training Center.

Copies to file, employee bulletin boards,