Safety Coordinator Resolution #2017-086

WHEREAS, Baldwin County has agreed to establish the position of Safety Coordinator to establish and oversee a safety program to assist with the loss prevention efforts of the county; and

WHEREAS, the Safety Coordinator will be responsible for insuring compliance with certain safety rules and regulations that protect the well-being of county employees and the general public; and

WHEREAS, the Safety Coordinator will be responsible for:

- Establishing a County-wide Safety Committee made up of at least one representative from each Safety-Sensitive department;
- Coordinating and presiding over County-wide Safety Committee meetings (at least 2 per year), maintaining agendas and sign-in sheets of those meetings, and reporting to the Commission;
- Determining County's Safety-Sensitive Departments, implementing safety rules, and the need for each Safety-Sensitive Department to hold at least four (4) Departmental Safety meetings per year;
- Coordinating participation of Public Officials/Administrative Staff, ALL Correctional Officers and ALL Deputies, and ALL Road & Bridge Department Employees in required training;
- Attending and completing at least one Safety Coordinator Training session annually;
- Working with Safety-Sensitive Departments with periodic safety self-inspections of all vehicles, buildings, grounds, equipment and machinery, and work practices/conditions to determine potential injury exposures and safety-related hazards;
- Assisting Safety-Sensitive Departments with the reviewing and investigating of all employee accidents for causes and making recommendations for improvements and corrections;
- Working with Meadowbrook Risk Management Consultants and following up with their surveys;
- Documenting and maintaining inspection records and implementing any follow-up actions; and

WHEREAS, the Safety Coordinator will be responsible for insuring qualifications have been met that will enable the county to receive a substantial discount on their insurance costs.

NOW WHEREFORE, BE IT RESOLVED that the position of Safety Coordinator has been established for Baldwin County and Lisa Hammond has been appointed the County Safety Coordinator.

RESOLVED this 1st day of November, 2016.

Baldwin County Commission

County Commission Chairman

ATTEST:

Administrator

Adopted: 11/01/2016
Date

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ACCA