



## TriCo Regional Sewer Utility

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### **PERSONNEL & BENEFITS COMMITTEE MEETING**

Wednesday, April 24, 2019 @ 7:30 A.M.  
10701 N. College Ave, Suite A, Indianapolis, IN 46280

#### **AGENDA**

1. Public Comment
2. Safety Update
3. HR Training Update
4. Other Business

Next Scheduled Meeting: Wednesday, May 22, 2019 @ 7:30 A.M.



## MEMORANDUM

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**To:** P&B Committee  
**From:** Loren Prange  
**Date:** April 18, 2019  
**Subject:** Safety Update

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TriCo had no reportable injuries and has gone 3348 days without a lost time accident.

The following safety tailgate sessions were held:

03/26/19 Avoid Arc Flash  
 04/09/19 Take a Load off: Tips for safe lifting  
 04/17/19 Keeping Chemical deliveries safe

Summer is right around the corner and our staff will be more active working in the field and at the treatment plant. "PPE" personal protection equipment can change with the seasons and we are currently going through our inventory to make sure we have everything on hand. Auditing the confined space equipment includes checking dates on harnesses and winches and replacing as needed. Air monitors and calibration stations are checked for accuracy. We will be replacing one air monitor and a calibration station.

Below are pictures of the air monitoring equipment staff uses to enter a confined space.





## MEMORANDUM

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**To:** P&B Committee  
**From:** Andrew Williams  
**Date:** April 17, 2019  
**Subject:** Training Update

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Amanda Areces with HRD Advisors conducted the first of six training sessions with the management staff. The first session was titled "Developing Your Leader-Manager Mindset". It was a productive 3-hour session that laid the groundwork for the future sessions.

The other sessions to be held are:

May - Know Your Team

June - Leading Through Change

July - Decision-Making

August – Expectations & Holding other Accountable

September – Coaching & Leading Through Conflicts