

**Sterling Safety Committee
Regular Meeting Minutes
October 16th, 2025
9:00 a.m.**

The meeting of the Sterling Safety Committee was called to order at 9:03 a.m.

Members present: Lincoln Cooper, Orion Wanico, Ashley StJean

Members Absent: Heather George

Staff present: Ashley StJean-Recording Secretary

Approval of Minutes: A. StJean made a motion, seconded by L. Cooper, to approve the meeting minutes of July 17th, 2025, as presented. O. Wanico abstained. Motion carried 2-1.

Correspondence:

Unfinished Business

- a. **Emergency Drills**-A. StJean advised that there is a Fire Drill scheduled for Monday, November 24th, 2025 at 9 a.m.
- b. **Narcan to keep with AEDs-Update**-O. Wanico made a motion, seconded by L. Cooper to table this until next meeting to have H. George provide an update. Motion carried 3-0.

New Business

- a. **CIRMA Training Classes**-A. StJean advised that we have had 2 more successful CIRMA training classes since our last Safety Committee Meeting in July: 1. "Hazard Communication & Bloodborne Pathogens & PPE" on August 18th, 2025 & 2. "Emergency Action Plans & Understanding the Risks of Social Media" on October 14th, 2025.
- b. **New Member(s)**-L. Cooper welcomed O. Wanico to the Safety Committee.

Accidents, First Aid, Near Misses

- a. L. Cooper advised that the DPW Crew has received some new PPE to help promote safety while working & to prevent any accidents/near misses from happening.

Adjournment: O. Wanico made a motion, seconded by L. Cooper, to adjourn the meeting at 9:14 a.m. Motion carried 3-0.

Attest: *Ashley M. StJean*
Recording Secretary