

WAUKEGAN PARK DISTRICT

All Full-Time Employee Meeting Thursday, February 15, 2018 8:00 am – 9:25 a.m. Bonnie Brook Clubhouse

AGENDA

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| A. Welcome and Introduction of New Full-time Employees (Lerner) | 5 minutes |
| B. Sexual Harassment Training (Attorney George Bridges) | 60 minutes |
| C. Wellness Committee - PATH 2018 Changes (Mayfield) | 10 minutes |
| D. Employee Survey (Lerner) | 10 minutes |
| E. 2017 Employee Meeting Schedule | |
| • May 18, 2017 | |
| • September 21, 2017 | |
| (locations and times TBD) | |
| F. Questions & Comments | |
| G. Adjournment | |

*To be completed on your own (will be on the Risk Shared Drive and due April 30th).
Tanya will email everyone when they are ready on the shared drive.*

- 1. Crisis Management Plan*
- 2. Back Care and Lifting*
- 3. Accident Reporting/Statement of Admissions/Investigations/Handling Evidence*
- 4. Ergonomics and Computer Work Stations*
- 5. Hazard Recognition and Prevention*