Call To Order by Chair/Co-Chair – Zingsheim/Martinez
Call meeting to order, introduce guests, agenda changes

Review and approve minutes

Roll Call and Introduction of members

Old Business
- Finalize the Committee Membership
- OSHA – take down notices from locations/no response to date
- Reports of matters held over from last meeting, if any
- Tailgate meetings – follow up – suggestions for resources
- Trainings held since last meeting: Vy to talk about new training process for injured employees
- Student Escort Officers – intend to hire more

Accident/Near Misses Report/Anonymous Safety Hot line/Emails
- Brief summary of number and type of incidents reported since last meeting.
- Discuss severe or potentially severe cases including action to be taken or suggested to minimize exposure.
- Discuss any problem trends.
- Evaluate effectiveness of supervisor’s investigations/prevention efforts.
- Read anonymous safety suggestions/reports.

Reports
- Keenan – Risk Improvement Action Plan
- Du-All Safety Consultant
- Crisis Management Team
- Committee reports/Other
♦ New Business
  • Safety issues in your work area
  • Company Nurse program
  • Heat and Illness Program/Training – draft for review
  • MSDS/GSH Training - Helene
  • Taking pictures on cell phones or cameras and sending to Shairon for discussion at future safety committee meeting
  • Keeping a list of our goals with agenda
  • Safety Website

♦ Inspection Report
  • Report findings of safety inspections made by committee members or others
  • Department operations should be inspected on a rotating basis.
  • Discuss and decide on action to be recommended as a result of reports
  • Identify who will be responsible and decide on action to be recommended as a result of reports

♦ Miscellaneous

♦ Next Meeting Date
  a. Confirm the next meeting date for the committee

♦ Adjournment

ITEMS TO BE DISCUSSED AT FUTURE MEETINGS:
  ♦ SAVE Act and the Safety Committee’s role
  ♦ Training on conducting inspections
  ♦ What needs to be done in your area around safety
  ♦ Company Nurse implementation
  ♦ Goal Setting/Agenda planning