

**HEALTH & SAFETY COMMITTEE AGENDA  
FOR  
April 6, 2010  
@ 11:00 AM**

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11:00 Call to Order/Attendance via sign-in sheet

11:05 Reading/approval of last meeting's minutes

**\*HEALTH COMMITTEE**

11:10 Jean Day – Review Spreadsheet, Establish Protocol & Approve Flyer

11:20 Blood Drive – Pass around Work Sign-Up Sheet, Approve Flyer & Work out details on Food

11:30 Discussion

**\*SAFETY COMMITTEE**

11:35 Reports (Jennifer Dietsch)

- a) Health and Safety Audits
  - Accident/Incident Reports
- b) Status of BWC Claims

(Jenn) Update on:

- Accident & Investigation Coordinators/Alternates List
- Training Update
- Discussion/Reminders

11:40 Safety Manual Review & Update

**a. Reporting Forms**

- a. Sub-Committee – Jennifer Dietsch and Dennis Smith
- b. TABLED – until manual is complete but before the table of contents.

**b. First-Aid Tab**

- a. Sub-Committee – Jim Hicks and Joan Miller

*Review the NEW (Revised) Safety Manual (minus Table of Contents, Reporting Forms & First-Aid). The Revised Manual will be presented to the Commissioners on Thursday, April 9, 2010.*

**\*BLACK SWAMP**

11:50 Update & Discussion

11:55 Date & Time of Next Meeting – TUESSDAY, May 4, 2010 @ 9:00 a.m.

12:00 Adjourn