

**HEALTH & SAFETY COMMITTEE AGENDA
FOR
June 1, 2010
@ 9:00 AM**

9:00 Call to Order/Attendance via sign-in sheet

9:05 Reading/approval of last meeting's minutes

***HEALTH COMMITTEE**

9:10 Jean Day –

Approve Dates: July 2, 2010; September 3, 2010 & November 5, 2010

Anne Retcher – update on organizations to donate to

9:20 Blood Drive

Joan Miller – final information on Blood Drive

Discussion – thoughts for next year

9:30 Health Fair

Anne Retcher – where do we begin

***SAFETY COMMITTEE**

9:35 Reports (Jennifer Dietsch)

a) Health and Safety Audits

• Accident/Incident Reports

b) Status of BWC Claims

(Jenn) Update on:

• Training Update

• Discussion/Reminders

9:40 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

c. Ergonomics

a. Jennifer discussion

d. Building Inspections

a. Jennifer discussion

The Revised Manual will be presented to the Commissioners once completed.

***BLACK SWAMP**

9:50 Meeting on June 15, 2010 – Susan Jackson

Discussion

9:55 Date & Time of Next Meeting – TUESDAY, July 6, 2010 @ 9:00 a.m.

10:00 Adjourn