

**HEALTH & SAFETY COMMITTEE AGENDA  
FOR  
January 11, 2011  
@ 9:00 AM**

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

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

Jeans Day –

- Need to create a list of organizations and dates for Jean's Day for 2011

Reports **(Robin Kemp will collecting information and provide a print out to Anne)**

- a) Accident/Incident Reports
- b) Status of BWC Claims

Safety Manual Review & Update

a. **Reporting Forms**

- a. Sub-Committee –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
- b. First Aid Checklist has been obtained
- c. Jim will email all Elected Officials & Dept Heads
- d. TABLED – January Meeting –
- e. Update

c. What is the status of the Manual?

Black Swamp Safety Council Meetings/Luncheons:  
Continue to attend for 2011????

If so we will need members to attend the following:

- January 18, 2011 – No topic has been provided yet.
- February 15, 2011 – No topic has been provide d yet

Additional seminars at no charge that we can attend:

Time: 9:00 a.m. to 11:30 a.m. at NWSCC

- March 24, 2011 – Hazard Communications
- June 6, 2011 – Legal Issues and Safety – Your Rights and Responsibilities

9:50 Discussion:

Date & Time of Next Meeting – TUESDAY, February 8, 2011 @ 9:00 a.m.

10:00 Adjourn