

**HEALTH & SAFETY COMMITTEE AGENDA  
FOR  
FEBRUARY 8, 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

9:10 Reports **(prepared by Robin Kemp)**

- 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. TABLED – until February Meeting
- c. Update

**c. GOAL – COMPLETE MANUAL BEFORE WE LEAVE**

Health Fair –2011

- Commissioners are in support of a 2011 Health Fair
- Anne Retcher will be creating a spreadsheet to review at March H&S Meeting

Jeans Day –

- Review Spreadsheet on past Jeans Days

Black Swamp Safety Council Meetings/Luncheons:

- Membership is paid until June 30, 2011 (Fiscal Year)
- Anne Retcher will prepare a spreadsheet see if we still want to attend said meetings – to be reviewed at March H&S Meeting.

Need members to attend the following:

- February 15, 2011 – Distracted Driving
- March 15, 2011 -

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, March 8, 2011 @ 9:00 a.m.

10:00 Adjourn