

**HEALTH & SAFETY COMMITTEE AGENDA
FOR
December 6, 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 Manuel Update

- Where do we stand on the CDs?
- Anne will create a flyer to be reviewed at the next meeting. Which will go out in the paychecks notifying the manual in on our website
- Any questions/concerns prior to the posting of flyer or burning of the cds?
- Once the cds are completed – an email will go out to all departments.

Jeans Day –

- Dates & Organizations for 2011:
 - **November 4, 2011 – Cops with Kids – Raised \$266.00**
- Ideas for 2012 Jeans Days – will be discussed at the next meeting.

Trainings (Robin Kemp)

UPDATE

Fire Safety Checklist
Tornado Safety Checklist
Training Updates

Black Swamp Safety Council Meetings/Luncheons:

Need members to attend the following:

December 13 BSSC Monthly Safety Luncheon (Voinovich Auditorium) 11:50am

Topic – Holiday Banquet

Other topics for discussion:

Date & Time of Next Meeting – **TUESDAY, February 7, 2012 @ 9:00 a.m.**

There will be no meeting in January

1st Meeting in 2012 will be on Tuesday, February 7, 2012

10:00 Adjourn