

**SAFETY MEETING AGENDA**  
**May 24, 2007**

1. **Accident Update:** Y-T-D = 18 (14 non-recordable and 4 recordable).  
Accidents since last meeting: 4 non-recordable
2. **Incident Investigations:** safety committee members to discuss after meeting
3. **Update on Goals as of May 21, 2007:** 9 recordable injuries, 0 late reportings, and \$2,500.00 in expenses.
4. **Policy Update:** BBP – L.W. to send roster/outline, committee reviewing  
Confined Space – committee reviewing  
Electrician – almost ready to submit for approval  
Hot Work – discussing with Shanna  
Prescription Glasses Guidelines – committee reviewing  
Motor Vehicle – have started reviewing  
Workplace Violence - hold  
Powered Industrial Trucks – Russell  
Asbestos – Russell  
Submission of Policies to NCIC – still working on
5. **Training Update:** Back Lifting/Ergonomics – Russell  
Defensive Driving – to schedule approx. July  
Status of Health/EMS/Sheriff's training information  
Update on BBP/First Aid/CPR training needs  
Confined Space – Shanna scheduling
6. **Other Information:** First aid kit to garage – Russell  
First aid kit on superior side of courtroom - Russell  
Update on stretcher purchase – Russell  
EAP update – Jason  
Inspections – Jason coordinate departmental inspections to begin in June?
7. **Safety Issues:** Door at BOE  
Update on area at Sheriff's Office  
Discuss dress code for outside employees  
Any new issues?
8. **Other Information:** Recognition ideas/Incentives?  
How to get to the next level?  
Safety Committee to set some Goals?  
Meeting quarterly with responders/coordinators?  
Any other ideas?