

Safety committee minutes Feb 2024

Company name: MPSD		
Meeting date: 2-16-24	Time: 7:45	Place: Virtual
Division/department:		
Chairperson:		
Membership present: Kari Jaimie		Members absent: Carl - excused Daniel - training Ted - training
Old business - Action items completed (List action item number and date completed.) Quarterly		
Action items not completed (List action item number and update status, including target date and any changes to person(s) assigned.) no action needed		
New business (List incidents, near misses, inspections, and safety training. Include date, description, contributing factors, prevention strategies, and actions taken.) OSHA visits and trainings. training online (Virtual/webinar)		
New action items (Include person(s) assigned and target date. Number using year and sequential list. For example: 2015-1, 2015-2.) no accidents		
Other committee remarks		
Next meeting date: 3-8-24	Time: ?	Place: ?
Prepared by: Jaimie Blanton		Date: 2-20-2024

Keep in file for three years. Post on employee bulletin board(s). Copy safety committee and management.