

## Team Meeting Agenda / Minutes

### Joint Occupational Health and Safety Committee

**Time:** 3:00-4:00

**Date:** Feb 14, 2013

**Location:** SilverKing

Participants Invited	Attended	Apologies	Chair / Co-Chair	Minutes
Arleen Gallo	X		X	X
Bob Falle		X		
Wright Simmonds				
Dave Briggeman				
Rob Schwarzer				
Holly Martin				
Kim Barker	X Via phone			
Larry Perepolkin				
Kate Pelletier		X		
Carter Balzer				
Jason Taylor				
Ruby Chambers		X		
Bill Winegarden				
Holly Shively	X Via phone			

#### Agenda

Call to order: 2:10

#	Item	Who	Item for Discussion	Action
1	Review the Agenda	Team	Reviewed and approved the minutes	Completed
2	Review and adopt the minutes	Team	Reviewed added in additions	Completed
<b>Old Business</b>				

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3	Inspection Reports	Arleen G		
4	Stat Reports and WCB	Arleen G		Ongoing- Agenda Item
5	First Aid Class to set up/ First Aid room update	Arleen G/ Kim Barker		
6	Emergency Awareness Checklist	Arleen G		
7	<b>Fire Plan</b>	<b>Arleen G</b>		
8	<b>Smoking Policy</b>	<b>Arleen G</b>		
9	JOSH Training	Ruby C		
10	Injury reporting campaign	Arleen G/ Rod		
11	Back Stair	Bob		
	<b>New Business</b>			
1	Time Change JOHS	Arleen		

Meeting adjourned 3:15 pm **Next Meeting March 14<sup>th</sup> - 3:00- 4:00 – 10<sup>th</sup> Street ( PAT 310)**