DELTΔ FIRE, INC.

SAFETY COMMITTEE AGENDA/MINUTES

Company Name: Delta Fire, Inc.

Division/Department: Safety Committee **Date/Time:** 6-20-14 8:30AM

Chairperson: Heidi Scarbrough

Members Present: Andrew Cartales, Joe Carter, Steve Cartales

Members Absent: Delta Field Rep.

Old Business

Item Number *(number using year and sequential numbers: 02-01, 02-02, etc.)*

0618	Water Damage Prevention Manual - **Work in Progress**
12-24	Create New Employee PowerPoint presentation - **HS**
12-25	Get more employee Handbooks made/ Update employee handbook - **AC**
13-05	Create Electrical Safety Training Program - **HS**
13-06	Update & Create Ergonomic/Material Handling Training Program - **HS**
13-14	Create Training Program on Trenching & Shoring - **HS**

Old Business Completed

Item Number *(number using year and sequential numbers: 02-01, 02-02, etc.)*

14-08	Quarterly Job Walk of Intel MSB1 Level 2 - See Attached Letter
14-07	Start planning annual safety meeting.

New Business

Item Number *(number using year and sequential numbers: 02-01, 02-02, etc.)*

Safety/Health suggestions submitted:

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Summary of current losses (review by injury/accident type, department, etc.)

The following incidents which happened since the last meeting were discussed:

Date of injury/illness	Causes/Description	Recommendation/Action Taken

Progress Report (activities/results since last meeting):

CONGRADULATIONS!!! WE HAVE OFFICALLY GONE 2 YEARS INJURY FREE!

Other committee remarks *(reminders on safety/health items not requiring recommendations)*

Next Meeting:

7/8/2014	8:00am	Conference Room
Date	**Time**	**Place**

Present meeting adjourned: 8:51AM

Maintain on file of three years
Post on employee bulletin board(s)
Copies to Safety Committee; Management, Field Offices