

# ***Safety Committee Agenda***

*for*

## ***Two Rivers***

*Thursday, 8:15AM, July 8th, 2021*

*3<sup>rd</sup> Floor Council Chambers Room*

Agenda items:

1. Open Meeting
  - Attendance (Sally S. / Dee Dee)
  - Approve draft minutes from previous meeting. Motion & Second
2. Old Business
  - Discuss any on-going issues (Brian D.)  
Remind employees to use near miss reporting procedures.
  - Status of previous recommendations/approval (Safety Manual) Completed per Patrick
  - Previous month theme – Chainsaw & Chipper
  - Previous trainings – Confined Space Training & New Employee Summer Training
  - Ross has been elected as Vice-Chair
  - Electric Dept purchased new AEDs
3. Incident Reporting
  - Incident report (Sally S. / Dee Dee)
  - Near Miss report / Department follow up (Any)
  - Recommendations/Actions/Root cause
4. Inspection Reporting
  - Inspection report (Patrick)
  - Discussion on inspections / concerns
  - Corrective Action
5. New Business
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  - Set theme for the month
6. Future Safety Training Events / Sessions
  - July 14<sup>th</sup> – Fall/Shoring/Trenching Training (7:15am / 12:30pm) TRW&L Line Crew
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7. Establish next safety committee meeting time and date (08/12/2021 8:15 am - Tentative)
8. Adjourn Meeting