

Commonwealth Safety Committee

Meeting Minutes

September 16, 2013

Convened at 10:00am

[x] Cindy Hagar	[x] Phil Sapp – vice chair	[x] Scott Mullens	[x] Brian Hoag
[x] Kristine Rupp – secretary	[] Mara Bilyou	[x] Josh Hoffert	[x] Jessica Landreth

- Minutes reviewed from last meeting
 - Newer managers, our comments really helped them learn what needs to be done
 - They're going to get fire extinguishers checked next Monday
- MSDS change
 - All our employees need to be trained by Dec. 1
 - Anyone who handles any kind of hazardous waste
 - How are we going to get everyone together and signed in
 - Can do surveymonkey.com to mark who went to the webinar
 - Mark Wohler, can do a webinar specifically for Commonwealth, probably for late November
 - For individuals, there isn't a lot of clear information online
 - Granger has a good explanation
 - SDS isn't available yet, it's an international agreement to use the same thing, a new way of labeling everything
- Guest: Krista on Safety Committee emails
 - Safety Tips and Tidbits are monthly and we have a larger quarterly email
 - Do we like the schedule?
 - Next big email: SDS training, slippery sign, winterizing
 - Next tidbits email: kids are in school, be safe, drive slow
 - Future tidbits: we can go the SAIF website and plagiarize as much as we want
 - Reminder: know where to find safety committee meeting minutes
 - We need to find one contact person to interact with marketing on all emails/approvals
- OSHA
 - Inspection at CLG mostly showed that we lack documentation at the onsite level
 - RM safety inspections should include checking onsite records and SDS collections
 - Each property needs to be able to have an explosion safe storage cabinet for gasoline, they need to decide how much fuel they store on a regular basis

- Cost for a new cabinet would be \$300 to \$500
 - They have a consultant service, you can ask them to come look at what you have and tell you what needs to be changed with no repercussions
- OSHA Training
 - Has everyone signed up for something? Yes. Scott's been doing signups, they only allow 40 people per class
 - Washington has different classes, our WA members need to look into something there
- Chairperson elections
 - Our decision is to keep Phil as acting chairperson
- Emails:
 - Slips, trips, and falls
 - Stretching before raking or working in the yard
 - Use eye and ear protection if using leaf blowers
 - Stay healthy, drink fluids
 - Check batteries in flashlights in case power goes out
 - Have power company phone number on hand if power goes out
- Should Washington have their own safety committee?
 - Eventually they should
 - We now have Washington members, they can learn about the goings-on at committee meetings then form their own committee
- Next meeting set for October 21