

Health, Safety & Clery Act Committee		02/07/2014	
		10:00 AM	
		Building 1 Conference Room	
Chair:	Chief Chris Harrison		
Vice-chair:	Fashikie Smith	Secretary:	Phylicia Bridgers
Members Attending:	Leonard Hudson, Chris Harrison, Fashikie Smith, Phylicia Bridgers, Tracy Johnson		
Members Absent:	Wesley Adams, Haywood Broome, Kristen Baker, Mathew Lincoln, Ron Skinner, Steve Taylor,		
<i>Minutes from Meeting (2/7/2014)</i>			
Agenda Item			
I. Review of Minutes		Presenter:	Chief Chris Harrison
<ul style="list-style-type: none"> ➤ Action Taken or Recommendation: Minutes approved. Corrections will be made to minutes. 			
II. Review of Old Business		Presenter:	Chief Chris Harrison
<ul style="list-style-type: none"> ➤ Discussion Item: <ul style="list-style-type: none"> ○ AED's: Check with Ernie to see if the state will donate AED's if we will purchase new batteries for them. Sherry Glover has agreed to do staff training for AED's. ○ Table Top: We will not be working closely with John Pack. The Table Top has been moved to the Fall. Sarah Hodges and Beaufort County Schools. Morning training regarding building procedures and etc. ○ ID Badges: will be discussed further in the year. ➤ Action Taken or Recommendation: We will follow up on this information and get back with the committee. 			
III. New Business		Presenter:	Tracy Johnson
<ul style="list-style-type: none"> ➤ Discussion Item: <ul style="list-style-type: none"> ○ Chemical Hygiene Committee: The Chemical Hygiene Committee feels that there is a need for some procedures for individuals that are new in a work area due to volunteering or being a student worker. They have asked for the H&S committee to create a generic department specific check off template and letter. These items will included rules and regulations and other very important information. ➤ Action Taken or Recommendation: <ul style="list-style-type: none"> ○ H&S Committee has agreed to work on this project and will report back to the Chemical Hygiene Committee after the March 28th meeting. 			
<i>Other Information</i>			
Next Meeting:	March 28, 2014 @10:00 AM Building 1 Conference Room		