Department of Labor and Industries Division of Occupational Safety and Health www.lni.wa.gov/safety - 1-800-423-7233



## **SAFETY MEETING MINUTES**

The record for this safety meeting must be	kept f	or one year.			Page 1 of 2
Employer Clover Park Technical College					
Worksite location					
4500 Steilacoom Blvd SW, Lakew Meeting date:		WA 98499 Meeting start time:		Maria and disconnection	
1/23/18 2:05 p.m.				Meeting end time: 2:40 p.m.	
Attendance					
(M)anagement (E)mployee		Larry Clark	M		M
_		Rebecca Haggerty	E		E
Examples: John Smith	M	Sheli Sledge	М		M
Mary Brown	E		E		E
Christian Kroiss	М		М		М
Greg Doyon	E		E	Catherine Morris	E
Loren Davis	M		M		
Kurt Freeman	E		<u>M</u> E	Jax Chandler	
Lisa Beach				Jax Chandler	
	M E		<u>M</u> E		
Don Sosnowski Agenda:	L		L	Haley Rye	L
Discuss hazards, concerns, self-inspection Cat Morris asked that the Bldg 16 election It was determined that the next drill	levate	or be checked for repair.		cation.	

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## **SAFETY MEETING MINUTES**

The record for this safety meeting must be kept for one year. Page 2 of 2 Review accident/near miss reports to determine if causes were identified and corrected 1 student slip and fall, 1 employee seizure, 1 employee fall, 1 employee knee injury, 2 student needle sticks Meeting date: Meeting start time: Meeting end time: 2:40 p.m. 01/23/18 2:05 p.m. Suggested updates to our Accident Prevention Program N/A Other To Do List: Due: Assigned to: Minutes written by Meeting leader (signature) Lisa Beach Disa Dia Date next meeting Start time Location 02/27/18 2:00 p.m. Building 19, Room 107 Additional attendance, members absent, guests (from front) or other notes: