



SAFETY MEETING MINUTES

The record for this safety meeting must be kept for one year.

Review accident/near miss reports to determine if causes were identified and corrected

Auto accident, two employees Slip and fall, visitor

Meeting date: 02/27/18	Meeting start time: 2:05 p.m.	Meeting end time: 2:30 p.m.
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Suggested updates to our Accident Prevention Program

N/A

Other

Earthquake drill 3/1/18 at 1 p.m.

To Do List:	Assigned to:	Due:

Minutes written by Lisa Beach		Meeting leader (signature) <i>Lisa Beach</i>
Date next meeting 03/26/18	Start time 2:00 p.m.	Location Building 19, Room 107

Additional attendance, members absent, guests (from front) or other notes: