

MEETING MINUTES
N.C. DEPARTMENT OF LABOR
ADMINISTRATION UNIT SAFETY & HEALTH COMMITTEE

DATE/TIME: 4/9/15 – Meeting commenced at 10:05 am

LOCATION: Labor Building, Room 249

ATTENDING: Britne Becker, Chanel Brown, JJ Bulluck, Kathy Canady, Jennifer Haigwood, Jacquelyn Haley, Angela Hamilton, Doris Kester, Todd McNoldy, Mildred Rivera, Karissa Sluss.

OLD BUSINESS: Minutes from last meeting approved.

S&H Steering Committee met April 8.

A new policy regarding space heaters is being finalized.

Jesse Mendoza pointed out small refrigerators in cubicles or offices may be a hazard. Jiles Manning will work on a policy regarding small appliances in general, which will include refrigerators, microwave ovens, coffee pots, etc.

Jiles had concerns that some documents are not on the intranet. He will check with Dawain Faison regarding missing information and encouraged each committee to check their information.

Next Steering Committee Meeting on July 15, 9:00 am, Old Revenue Building 3rd floor conference room.

NEW BUSINESS: Since new members and alternates are in place beginning this month, we needed to nominate a new Chair to replace Britne Becker and a new Secretary to replace Kathy Canady, who will both be rotating off of the committee. Much discussion resulted in Co-Chairs Jacquelyn Haley and JJ Bulluck and Secretary Karissa Sluss being nominated and passed by general consent.

Our next meeting is scheduled on July 9, 2015.

ADJOURNMENT: 10:44 am

SUBMITTED BY: Kathy Canady