

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

DATE/TIME: Tuesday October 30th, 2018 – Meeting commenced at 10:00 am

LOCATION: Meeting held by email (Due to carpet installation of ORB)

ATTENDING: Rose Gray (PSIM), Mildred Rivera (PSIM), Kathy Canady (OSH Administration), Tammy Higgins (OSH Administration), Mary Katherine Revels (Communications), Brittany McCray (HR), Beth Benson (HR), Brian Harper (Financial Services Div.), Beth Henley (Financial Services Div.), Paulette Geddes (Research & Policy), Carter Grimes (Administration), Barbara Westphal (OSH Review Comm.), Felicia Gore Hoover (OSH Review Comm.) Michael Hayhurst (Information Technology)

Old Business:

1. Minutes approved from last meeting.
2. Quarterly inspection reports have been received and sent to Amanda to post on the intranet.

New Business:

1. Due to carpet installation in Old Revenue Building, this meeting was held by email.
2. Rose emailed steering committee minutes to the administration unit safety & health committee members. No issues were brought up by committee members

Next meeting: Tuesday January 15th, ORB 3rd floor conference room.