

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

DATE/TIME: 10/8/15 – Meeting commenced at 10:06 am

LOCATION: Labor Building, Room 301

ATTENDING: JJ Bulluck, Todd McNoldy, Jacquelyn Haley, Jennifer Haigwood,
Tammy Higgins, Sarah Beth Koonce, Mildred Rivera

OLD BUSINESS: Minutes from last meeting approved.

NEW BUSINESS: Update from Steering Committee:

- 28 total inspection findings were submitted to Jiles Manning
- One of the main problems was high wattage items plugged into power strips (should be plugged directly into the wall)
- A draft of an emergency evacuation for the Labor Building has been submitted
- Our next meeting is scheduled on January 7, 2016 in the 3rd floor Budget conference room.

ADJOURNMENT: 10:20 am

SUBMITTED BY: Sarah Beth Koonce