

MEETING MINUTES
N.C. DEPARTMENT OF LABOR

ADMINISTRATION UNIT SAFETY & HEALTH COMMITTEE

DATE/TIME: Thursday, July 20, 2017 – Meeting commenced at 11:00 am

LOCATION: Lee House, OSH Review Commission, Conference Room

ATTENDING: Chanel Brown (PSIM), Felicia Gore Hoover (OSH Review Commission), Barbara Westphal (OSH Review Commission), Crystal Moss (IT & R&P), Mildred Rivera (PSIM), Gwen Williams and Jason Holtz (Budget and Management), Carla Rose (Commissioner's Office/Legal Affairs), and Kathy Canady, Jennifer Haigwood and Sarah Beth Koonce (OSH Admin.)

OLD BUSINESS:

1. Quarterly inspection reports have been received.

NEW BUSINESS:

1. The new chair Barbara Westphal introduced herself and expressed her appreciation for the assistance and cooperation that she has received thus far.
2. Felicia Gore Hoover agreed to serve as secretary.
3. Steering Committee report by Sarah Beth Koonce.
4. The next health and safety inspections reports are due to the chair by September 30, 2017.
5. The next meeting will be held in October 2017.

ADJURNMENT: 11:20 am

SUMMITTED BY: Felicia Gore Hoover