

Date:

Agenda:

- Review past meeting minutes.
- Discuss old safety issues.
- Review new workers' compensation claims.
- Review loss trends/data.
- Review safety committee's goals and objectives, including status and steps needed to complete pertinent projects.
- Review inspections.
- Update OSHA policy/training requirements.
- Determine safety topic of the month.
- Provide update on employee safety concerns.

Participants: (mark present and absent)

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- II. Discuss old safety issues.
- III. Review new workers' compensation claims.
- IV. Review of loss trends/data.
- V. Review of safety committee's goals and objectives, including status and steps needed to complete pertinent projects.
- VI. Review inspections.
- VII. Update OSHA policy/training requirements.
- VIII. Determine safety topic of the month.
- IX. Provide update on employee safety concerns.

Next Meeting Date:

Meeting minutes distributed to: (one copy should go to senior management)