



TOWN OF COLLIERVILLE
GENERAL SERVICES DEPARTMENT
MEMORANDUM



TO: SAFETY COMMITTEE MEMBERS
FROM: JENNIFER BENJAMIN, SAFETY PROGRAM ADMINISTRATOR
SUBJECT: MEETING AGENDA FOR JULY 2024
DATE: JULY 5, 2024
CC: DEREK HONEYCUTT

Meeting Date: July 11, 2024

Meeting Time: 9:00 a.m.

Meeting Location: Board Chambers

1. Call meeting to order.
2. Roll Call of members.
3. Review and approve meeting agenda. (additions/deletions)
4. Approval of minutes: June 13, 2024
5. **Discussion of unfinished business:**
 - 5a. Update: Feedback or questions from First Amendment audit training
 - 5b. Update: Hazard Communication training
 - 5c. Update: Animal Shelter fire drill results
6. **Discussion of New Business:**
 - (A) Discuss: Update vehicle accident packets
 - (B) Discuss: Respiratory Protection: Dust masks vs Respirators
7. **Miscellaneous Discussion Items:**
 - (A) Review: 2024 Second quarter building inspections
 - (B) Review: June First Report of Injuries

(C) Review: June liability and property claims

(D) Assign third quarter building inspections

8. **Discuss Next Month Business:**

(A) Next Scheduled Meeting: August 8, 2024

(B) Discuss: First Report of Injuries

(C) Update: Third quarter building inspections

(D) Update: Third quarter hazard communication training

(E) Discuss: July liability and property claims

9. Adjourn meeting.