



TOWN OF COLLIERVILLE
GENERAL SERVICES DEPARTMENT
MEMORANDUM



TO: SAFETY COMMITTEE MEMBERS
FROM: JENNIFER BENJAMIN, SAFETY PROGRAM ADMINISTRATOR
SUBJECT: MEETING AGENDA FOR MAY 2024
DATE: MAY 7, 2024
CC: DEREK HONEYCUTT

Meeting Date: May 9, 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: April 11, 2024
5. **Discussion of unfinished business:**
 - 5a. Review: First Amendment audit training
 - 5b. Review: CPR Certification classes
6. **Discussion of New Business:**
 - (A) Discuss: Heat stress and summer related safety precautions
 - (B) Discuss: OSHA most cited violations FY 2023
7. **Miscellaneous Discussion Items:**
 - (A) Review: 2024 Second quarter building inspections
 - (B) Review: April First Report of Injuries
 - (C) Review: April liability claims

8. **Discuss Next Month Business:**

(A) Next Scheduled Meeting: June 13, 2024

(B) Discuss: Second quarter safety training

(C) Discuss: Second quarter building inspections

(D) Update: First report of injuries

(E) Discuss: May liability/property claims

9. Adjourn meeting.