



## Safety Committee Minutes

File until 02-28-2021

**Date:** 02-28-2018

**Start Time:** 5:30PM

**Attending:** Stacy Brice, Mauricio Solares, Veronica Trujillo, Stephanie Tillery, Ana Ponce

**Absent:** Nemorio Perez

**I. Review Last Meeting Minutes:**

A. All Good

**II. Old Business:**

A. None

**III. New Business:**

- A. **Fragrances- Expresso instituting “No Fragrance Policy”** This is due to incidents with customers employees reacting to fragrances and scented products, etc.,.Stacy will write up Policy and get it out to Supervisors and All employees by May 1, 2018
- B. **Bio Hazard Training-** recent incidents and requests from customer for clean-up and removal of “Bio Hazard” involving human feces, etc.,
- C. **SIMplicity Training-** Follow-up with getting back on schedule with training all employees Day/Night on appropriate lifting procedures focus on safety in all areas of work.
- D. **Self-Defense Awareness Training-**Considering options to educate employees on being aware of environment especially when working outside night or day. We have had 4 incidents of employees getting approached or attacked by homeless people while working outside. Stacy will investigate options and bring back to group for review and best way to include in regular Safety Training.
- E. **Fire Safety-** Discussed concerns with equipment especially cords and outlets and employees reporting issues when they come up so more serious incident does not occur, i.e., Fire. Also discussed how to communicate to subs and reminding them of their responsibility in keeping their equipment safe and in good working order. Stacy will formulate email to all subs reminding them of agreement and expectations regarding maintenance of their equipment and risk and fines if not maintained.
- F. Reviewed several incidents with employees overloading trash in the barrels, which has caused several injuries this past year. Stacy will review trash removal procedures and safety precautions with all Supervisors at next Supervisor Meeting and give deadline for communicating with the employees.

**IV. Employee Suggestions:**

A. To follow-up on all items listed above.

**V. Recommendations to Management:**

A. Supervisors to provide regular Safety Training to employees and continue to create a “Safety Culture” in all we do at Expresso.

**Next Meeting**

- Date: March 27, 2018
- Place: Inspection-Lincoln Center
- Time: 7:00PM