



## Safety Committee Minutes

File until 03-29-2021

**Date:** 03-27-2018

**Start Time:** 7:00PM

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

**Absent:** Ana Ponce, Nemorio Perez

### **I. Review Last Meeting Minutes:**

A. Review at Safety Committee Mtg in April

### **II. Old Business:**

A. Review at Safety Committee Mtg in April

### **III. New Business:**

- A. **Safety Inspection at Lincoln Center- Bldg 1, Bldg 2 Floors 3 and 6, Bldg 3 and 5.**
- B. **Bldg 1** closet SDS needs a table of contents and organization of the notebook. Also needs a strap clip for back-pack vacuum.
- C. Need to update **All SDS** in all bldgs at Lincoln to reflect changes in chemicals
- D. **Bldg 2- 3<sup>rd</sup> Fl.** closet where supplies are kept, the heavier supplies are stacked on higher shelves and lighter supplies on the lower shelves and this is a safety hazard for the day porters and janitors. Heavier supplies should be placed on lower shelves and lighter supplies on the higher shelves to reduce injury and accidents. Stacy will discuss with Heidi and Nemos to train DPs on how supplies should be stored.
- E. **Bldg 3- 1<sup>st</sup> Fl**-Auto dispenser needs to be looked at and determined if repair or replacement is required.
- F. **Bldg 5-** Closet is a little disorganized- need to talk to subcontractor about keeping closet neat and clean. Stacy will address with sub.
- G. **Safety Committee was not able to talk with all Lincoln Ctr employees so Safety Comm. will return to account in a few weeks to meet with all employees at Lincoln Center to review safety procedures and discuss training received and understanding of SDS and Work injury reporting process.**

### **IV. Employee Suggestions:**

A. None

### **V. Recommendations to Management:**

A. Follow-up on resolution of all concerns found during inspection by May 1, 2018

### **Next Meeting**

- Date: April 18, 2018
- Place: La Bodega
- Time: 5:00PM