

**MINUTES OF A MEETING OF THE JOINT SAFETY COMMITTEE OF THE LMCC OF DAYTON, OHIO HELD ON Monday, January 31, 2011 AT THE NECA CONFERENCE ROOM.**

**PRESENT:** Bob Shaffer, Russell Huff, Greg Smith, Rick Swabb, Jeff Davis, Mark Nagel, Roger Dawson

**ABSENT:** Mike Gebhart, Paul Chaney, Barry Smallwood, Sean Roberts, Tonya First, Dan Neal, Nick Comstock

**ALSO PRESENT:** Cindy Tucker, Tucker Communications

**I. CALL TO ORDER, ROLL CALL. This was a working meeting.**

**II. MINUTES**

The Minutes of January 24, 2011 were not presented.

**III. FINANCIAL REPORT**

No Financial Report was available.

**IV. TOPICS DISCUSSED**

A. Safety Manual, review Section 1: Administrative Procedures

- A motion was made to approve Section I (without the Forms), was seconded and duly passed. (see attached)

B. Safety Manual, review Section 4: Electrical Safety

- The edited version of this section had not been adequately reviewed by the committee so approval was not possible.

C. Reviewed and made edits to Sections 2, 3, 5, 6, 7, 8, 9 & 10. (see attached document)

**V. NEW BUSINESS**

A. Discussion of whether environmental emergencies, like Level 3 snow alerts, should be included in the Safety Program. It was decided that this should be addressed by individual companies.

B. Discussion of the following budget items.

- An online accident form will be considered for next year's budget.
- Tucker will provide a quote for printing 50 safety manuals.
- Pocket guidelines for employees was tabled for future discussion.

C. Each company will submit a CONFINED SPACE INITIAL ENTRY CHECK LIST FORM.

**VI. ADJOURNMENT**

There being no further business, the Joint Safety Committee adjourned at 8:30pm and agreed to hold a Special Working Meeting on **Monday, February, 14, 2011 at 4:00pm** at the **IBEW Union Hall** to complete review the NECA Electrical Contractors Safety Program. In addition, there will be a meeting on **Monday, February 28, 2011 at 4:00pm** at the NECA Conference Room.