

AGENDA

JFHQ & Readiness Centers, Region 2 thru 8

Safety Committee Meeting

Location: JFHQ Conf. Room 219

Date: Tuesday, June 14, 2011

Time: 1:00 PM

1. Review and approve May meeting minutes – All
2. Due Outs:
 - a. AED Status & Maint. update – Robin
 - b. Safety Committee Training dates - Robin
 - c. Safety Committee Membership, Region 4 – Mike Wiley
3. New Business
4. Next Meeting Date



OREGON MILITARY DEPARTMENT
JOINT FORCE HEADQUARTERS, OREGON NATIONAL GUARD
1776 MILITIA WAY
P.O. BOX 14350
SALEM, OREGON 97309-5047

AGP

June 29, 2011

MEMORANDUM FOR RECORD

Subject: Safety Meeting for June 14, 2011

The Oregon Military Department Safety Committee met on 14 June 2011, at the Military Department in room 219. The meeting convened at 1:00 PM and was only about 15 minutes long do to Fire Extinguisher training at 1:30 PM. The status of Member attendance was as follows:

| | | | |
|------------------------|-----------------|--------------------------------|----------------|
| Jeff Beck | AGI | Chairman | Present |
| Tim Gilbert | AGI | Vice Chair | Present |
| Robin Webb | AGP | Safety Manager/Recorder | Present |
| Bryce Dohrman | AGC | Risk Manager | Absent |
| Bruce Vollstedt | AGI | Member | Present |
| Terri Kroeker | DS-Air | Member | Present |
| Ted Thornley | Region 4 | Member | Present |
| John Unger | Region 5 | Member | Absent |
| Russell Turner | Region 6 | Member | Absent |
| Mark Fillman | Region 7 | Member | Absent |
| Vacant | Region 8 | Member | Absent |
| Terry Sevey | RTI | Member | Present |
| George Wilson | Camp Withy | Member | Absent |
| David Stuckey | OEM | Member | Absent |
| Cherie Cline | OEM | Alternate for OEM | Absent |
| Ryan Palmer | FED | Member | Absent |

1. Review of Minutes: The first order of business was to review the Safety Meeting minutes from the May 10, 2011 meeting. A motion to approve the minutes was given by Bruce Vollstedt and a second by Terry Sevey.

2. Due Outs:

- a. **AED Status & Maint:** Robin indicated that she sent out another email to Matt Mohr yesterday on the status of AED's and batteries. She did not get a response back. Will follow up again and report at next meeting.
- b. **Safety Committee Training dates:** Robin reminded everyone of the upcoming Safety Committee Trng. The scheduled dates are July 12th and August 15th. The July 12th class is audio VTC only and the August 15th class is VTC, if it can be set up. Jeff reminded everyone that this is a mandatory training. Robin stated there may also be an in person class scheduled at Camp Withycombe on August 9th from 8:00 AM to 2:00 PM.

- c. **Safety Committee Membership, Region 4:** Ted Thornley has volunteered to be the new Region 4 replacement as Mike Wiley has retired.

3. New Business

- a. **PPE Items:** Bruce indicated he is getting PPE items ordered.
- b. **Hazard Logs:** Jeff suggested setting up a meeting next month to go through the Hazard Logs between himself, George and Bruce.
- c. **Quarterly Safety Inspections:** Tim asked if we were going to be doing a Quarterly Inspection as a group this year. A site will be determined at the next safety committee meeting.

4. Next Meeting: The next meeting is scheduled for Tuesday at 1:30 PM, July 12, 2011 in the JAG Conference room 219. The call in number is 1-866-700-9253 and the PIN is 2280321. Meeting adjourned at 1:15 PM.

/s/
Robin Webb
Safety Manager & Recorder

