

CAMP RILEA ARMED FORCES TRAINING CENTER
 CRO SAFETY COMMITTEE
 91204 RILEA OREGON ROAD
 WARRENTON, OR 97146-9711

CRO SAFETY COMMITTEE MEETING MINUTES

COMMITTEE MEMBERS

Freddie McCown	Chairperson	Present	X
Tina Bigelow	Voting Member	Present	X
Richard Smith	Voting Member	Present	<input type="checkbox"/>
Yvette Niemi	Voting Member	Present	X
CPT Sung Ji	Voting Member	Present	X
Kenneth Klee	Voting Member	Present	X
Dan Wilcock	Voting Member	Present	X
Chris Eckert	Voting Member	Present	X
Greg Evans	Voting Member	Present	X
Elizabeth Divine	Voting Member	Present	X
Dave Wolfgram	Voting Member	Present	<input type="checkbox"/>
Morgan McCargar	Voting Member	Present	<input type="checkbox"/>
Col Jim Miller	Guest	Present	X
	Voting Member	Present	<input type="checkbox"/>
	Voting Member	Present	<input type="checkbox"/>

MEETING FORMAT

ROLL CALL

OLD BUSINESS

- A. Reinstate Current Members
- B. Core Competencies
- C. AED

NEW BUSINESS

- A. New Members
- B. Meeting Procedures
- C. By Laws
- D. Safety Issues
- E. Miscellaneous

MEETING AGENDA PLANNING

MEETING ADJOURNED

MEETING DATE: **14 Dec 2011**
 Time: 0900-1015

NEXT MEETING: 4 Jan 2012
 Time: 0900

 CHAIRPERSON SIGNATURE

 RECORDER SIGNATURE

CAMP RILEA ARMED FORCES TRAINING CENTER
CRO SAFETY COMMITTEE
91204 RILEA OREGON ROAD
WARRENTON, OR 97146-9711
14 DECEMBER 2011

CRO SAFETY COMMITTEE MEETING MINUTES

OLD BUSINESS:

A. Reinstatement Current Committee Members:

1. Chairman Chris Eckert opened the meeting with a "vote of confidence" to reinstate/renew all committee members for another year.

B. Core Competencies:

1. Dan Wilcock passed out the Training Matrix listing all departments on post and training courses for each. He stated that we will start with "General Industry" core baseline requirements, and then get more specific with each department.
2. Tina noticed that basic First Aid/CPR was not marked for anyone; Dan stated the First Aid is not a requirement per Robin Webb.
3. Chris will meet with Greg to review new OSHA guidelines to help establish our requirements.
4. We will identify training dates next meeting

C. AED:

1. Headquarters AED has been installed.

NEW BUSINESS:

A. New Members:

1. Ken Klee and Sung Yoon Ji noted that the Chairman position is renewed annually and moved to nominate and vote on a new chairman. Chris Eckert nominated Zach Davis or Curt Ahola, Ken stated that they have to already be a committee member before they can be nominated. Chris then nominated Greg Evans, Greg respectfully declined. Ken nominated Dan Wilcock. Tina suggested we table voting for a new Chairperson until more members are on the committee, Ken said to do it today. Chris then nominated Freddie McCown, Yvette seconded and a unanimous vote was counted. Freddie McCown moved into the position of Chairman with this meeting. Greg suggested that the Chairman start attending the Post Tenants Meetings to discuss with tenants what they expect or want us to do.
2. Col Jim Miller sat in the meeting as a guest and stated that the Post Commander, Col David Wiles, told him to "get 234th and UTES on board" with representatives on the Safety Committee.
3. SPC Elizabeth Divine will represent 234th.
4. Dave Wolfgram from Range Control Fire was unanimously agreed upon to be a committee member.

5. Morgan McCargar of Range Control will be approached to join the committee; he has taken over Eric Lingenfelter's fulltime position.
6. RAM Security was requested by their supervisor for a second time to attend the safety meetings; Ken and Sung Yoon denied their request again.
7. The Committee will provide an e-mail/invitation to Rilea employees to attend open meetings.

B. Meeting Procedures

1. Chris Eckert stated that when the meetings 'get out of hand', we should use Parliamentary Procedure and if we want to say something, we should raise our hands. It was agreed by the Committee. Chris also suggested that meetings "not be run by managers, but everyone is able to speak".
2. If the meeting time/date needs to be changed, it will be done through the Chairman.

C. By Laws:

1. The Committee should discuss and update the By Laws that the Chairman attend monthly Post Tenants Meetings (1300 the Friday of TSC drill), to be approved by Post Commander, Col Wiles.
2. Dan stated that the By Laws be adjusted to reflect new meeting day of **Wednesday of first FULL week** instead of first Tuesday of each month, continue to be at 0900.

D. Safety Issues:

1. Dan said that people need to be more aware of speed limit and stop signs, each section representative will reiterate the issue.
2. Sung Yoon said that staff is purging fire hydrants today and to be aware of possible ice on the roadways.
3. Dan past out the Safety Trivia for December from Robin Webb and encouraged participation.
4. Dan also asked if the Safety Boards were being kept up, those responsible said they were.

E. Miscellaneous:

1. Chris suggested that there is a conflict of interest to have a committee member also be a supervisor involved in an accident report. The involved parties will abstain from any voting on the particular accident report
2. Chris also stated that there should be an equal number of elected AND volunteer members according to OSHA.