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**Executive Committee Meeting  
Minutes of January 15, 2009**

**Convener:** Janiece Kiedrowski, Chair  
**Recorder:** Cherie Williams, Secretary  
**Present:** Area I: Rebecca Goodman, Tirzah Evege-Thompson  
 Area II: David Ballard, Leslie McCain, Anastasia Johnson  
 Area III: Mary Pitts, Kathleen Kiejar  
 Area IV: Pamela Rose, Laura Yates, Jason Parker  
 Area V: Nancy Battaglia  
 Officers: Janiece Kiedrowski, Ann Marie Landel, Cherie Williams  
**Excused:** Gene Pohancsek, Area III  
 Louise Lougen, Area V  
 Larry Labinski (ex-officio)  
**Guests:** John Beltrami  
 H. William Coles

- AGENDA**
1. Approval of minutes of December 4, 2008
  2. Report of the Chair
  3. Report of the Vice Chair
  4. New Business and Discussion of Draft Resolution
  5. Old Business
  6. Guest Speakers: Robert Shibley and Bradshaw Hovey – Update on Master Planning Process
  7. Adjournment

**MINUTES**

**1. Approval of minutes of December 4, 2008**  
 The minutes were approved.

**2. Report of the Chair**  
 No report at this meeting.

**3. Report of the Vice Chair**  
 No report at this meeting.

**4. New Business and Discussion of Draft Resolution**  
 The next Executive Committee meeting will be held on February 12 instead of February 5. Janiece will be at the SUNY Plenary on the fifth.

The draft resolution was sent via e-mail to all committee members before the meeting for their review. Stacey Johnson sent a copy to Tara Singer-Blumberg from UUP for her comments. Janiece received a response from Tara and told the committee that Tara objected to the first

<b>Title:</b> Health & Safety Committee Meeting Minutes	<b>Page Number:</b> 1 of 2
<b>Issue Date:</b> April 2011	<small>CENTRAL OFFICE USE ONLY</small>
<b>Last Reviewed:</b> April 2013	
<b>Next Review Date:</b> April 2015	

<b>Date:</b>	<b>Attendees:</b>
<b>Location:</b>	
<b>Distribution:</b>	<b>Apologies:</b>
<ul style="list-style-type: none"> <li>• OHS Notice Board</li> <li>• Intranet</li> <li>• Health and Safety Committee members</li> <li>• Workplace Manager and/or Management OHS Nominee</li> <li>• OHSMS Documentation File</li> </ul>	

<b>Agenda</b>
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Below are suggested agenda items – modify as required and save as standing agenda template

1. Welcome and apologies
2. Review of previous minutes
3. Workplace Inspection Checklist outcome review
4. Incidents or injuries since last meeting
5. OHS Activities Calendar progress review
6. Reports on OHS issues
7. OHSMS implementation status update
8. Contractor compliance to OHS management system
9. Upcoming Contractor works
10. Review of Safe Work Procedures (SWP) Risk Assessments
11. Review of OHS Purchasing Checklists (e.g. new chemicals, plant and equipment etc)
12. Legislation changes
13. New business

**Next meeting to be held on:** *insert time, date and location*

**Health and Safety Committee Chairperson Signature:** .....

**Calais School Committee  
Minutes  
Tuesday, August 16, 2016  
Page -1-**

The Calais School Committee met on Tuesday, August 16, 2016 at the Calais Middle/High School Library. Attending were: Chairman Robert Greenlaw, Dale Earle, John Hill and Superintendent of Schools Ronald Jenkins.

**I. Call to Order/Introduction**  
 Chairman Bob Greenlaw called the meeting to order at 6:03 p.m. and led the board in the Pledge of Allegiance and a Moment of Silence.

**II. Consent Agenda**  
 A. Motion by Bob Greenlaw, second by John Hill, unanimous vote to add an item to the Agenda – H. Act on the Superintendent's recommendation to hire an Ed Tech for the Calais Elementary School.  
 B. Motion by Bob Greenlaw to approve the Minutes of August 2, 2016, second by John Hill, one abstention.

**III. Present communications to the School Committee received from the community**  
 None noted.

**IV. Public Participation**  
 None noted.

**V. Superintendent's Report**  
 Superintendent Jenkins reported that he had accepted resignations from Food Service Director, Angela Foggia, Calais Elementary Secretary Kimberly McCadden, and Part-Time Secretary Blue Devil Health Center. Superintendent Jenkins asked Sue Carter to speak to the project "Stuff the Bus" at Wal-Mart. By consensus the board agreed that this would be a great idea.

**VI. Old Business**

Employer Advisory Committee Minutes

Date: \_\_\_\_\_ Course(s): \_\_\_\_\_

Industry Members Present: \_\_\_\_\_ Education Staff/Other(s) Present: \_\_\_\_\_

Blank lines for recording names of industry and education staff members present at the meeting.

Number of industry members > Education Staff/Other(s) required

- 1. Introduction of Members and Guests
2. Purpose of Meeting
3. Approval/Review of Minutes from last Employee Advisory Committee meeting
4. Review of Course Sequence
5. Review of:
- Related Labor Market to confirm high wages/significant wage increases opportunities
- Each Course Outline in pathway
- Hours of Instruction

GPSGA — Graduate & Professional Student Government Association

2014-2015 Assembly Meeting Agenda • Wednesday, November 26th, 2014 • 5:30 PM • Location: 433 Murray Hall

Meeting Agenda • Meeting date: 09/10/14

- A. Call to order
B. Approval of minutes from April 9th 2014 Meeting
C. Approval of Agenda
D. Officers' reports:
- President: Shann McCoshen
- Vice President: AJ Harris
- Secretary: Katie Adams
- Treasurer: Whiting Zou
- Parliamentarian: Justin Lyles
- Communication Director: Anndra Doo
- Intergovernmental Liaison: Tara Gaudy
- Social Chair: Catherine Harland
E. Guest Speaker:
- Dean Tucker
F. Old business
G. New business:
- Meeting dates for fall semester
- Executive Goals this year
H. Announcements:
- Library
- Please make sure to read the Monday Morning memo
- Distribute the information from GPSGA to your departments
- Door prizes from the Graduate Welcome reception have not been claimed
- Sign up for the GPSGA software for 9/13/2014 starts at
J. Motion to Adjourn:

Ohs meeting agenda template. Ohs committee meeting agenda template.

If you can determine every important aspect of a meeting from its minutes, you'll know it's a good one. Some meetings are ad hoc and low-key enough that you can waive off the need to keep detailed notes. But when it comes to the big-shot meetings involving the key players and decision makers in the company, you better have a good Committee Meeting Minutes Template in front of you. Toolbox Safety Meeting Minutes Template dominionmasonry.com Details File Format Size: 24 kB Download Electrical Safety Meeting Minutes Template emsd.gov.hk Details File Format Size: 52 kB Download Medication Safety Committee Meeting Minutes Template curvinehealth.org Details File Format Size: 372 kB Download Monthly Safety Meeting Minutes Template sd34.bc.ca Details File Format Size: 189 kB Download Patient Safety Committee Meeting Minutes Template suffredin.org Details File Format Size: 2 MB Download How to Use These Templates These templates should give you different ideas of an effective minutes layout. They will also give you ideas for layouts to organize the notes of similar meetings you will be attending or hosting. As always, these documents are provided free of charge. Construction Meeting Minutes Template to Print Get it Now Meeting Minutes Template in iPages for Mac Get it Now Safety Team Meeting Minutes Template washington.edu Details File Format Size: 724 kB Download Safety Council Meeting Minutes Template hr.commerce.gov Details File Format Size: 120 kB Download Safety Committee Meeting Minutes Template education.vic.gov.au Details File Format Size: 109 kB Download Free Safety Meeting Minutes Template saf.com Details File Format Size: 33 kB Download Workplace Safety Meeting Minutes Template eacu.edu.au Details File Format Size: 77 kB Download What Are the Minutes of a Meeting? The minutes of a meeting are the official transcriptions or records of the meeting. If you've been feeling stuck or lack motivation, download this template now! Do you have an idea of what you want to draft, but you cannot find the exact words yet to write it down or lack the inspiration how to make it? If you've been feeling stuck, this Safety Committee Meeting Minutes template can help you find inspiration and motivation. The people involved in these kinds of meetings are those within an organization responsible for the safety and security structure of a business as well as the well-being of the other members. There is also a training page to record details on courses, including attendees and the course expiry date. The joint health and safety committee minutes template is ideal for health and safety representatives, managers, or supervisors. It will contain the list of issues and talking points to bring up during the meeting. The record of the actual meeting and how it plays out will be documented in the minutes. If so, another follow-up meeting may be in store. All meetings will have an agenda, whether on paper or in mind. Are you looking for a professional Safety Committee Meeting Minutes? Most often, the results of such meetings will later be used to formulate the next safety and risk manual for employees. best live chat This Safety Committee Meeting Minutes covers the most important topics that you are looking for and will help you to structure and communicate in a professional manner with those involved. DEE ESWB 03-5-3 Authorised By: Manager ESWB Title: Health Safety Committee Meeting Minutes Issue Date: April 2011 Last Reviewed: April 2013 Page Number: 1 of 2 CENTRAL OFFICE USE ONLY Next Review Date: April 2015 Date: Attendees: Location: Distribution: OHS Notice Board Apologies: Intranet Health and Safety Committee members Workplace Manager and/or Management OHS Nominee OHSMS Documentation File Agenda Below are suggested agenda items - modify as required and save as standing agenda template 1.. 111+ FREE MEETING MINUTE Templates - Download Now Adobe PDF, Microsoft Word (DOC), Google Docs, Apple (MAC) Pages These free samples will give you in-depth insights of what types of topics are covered in a safety team meeting. This downloadable Word document that can be modified and customized for your own use. The JHSC template contains fillable fields for discussion such as worksite inspections, first aid and injury reports, incident reports, near miss reports, unsafe condition reports, training and more. Old business and new business items are further detailed on additional pages with fields to include action items and the proposed completion dates. Some of them are completed samples you can download as free PDFs, and others will be blank templates you can base your own Staff Meeting Minutes Template on. Whatever format you go with, remember that these minutes have to be recorded well enough to be useful beyond the meeting. They will often also mention the agenda for comparison and to determine whether anything was missed. Don't reinvent the wheel every time you start something new... Download this Safety Committee Meeting Minutes template and save yourself time and efforts! You will see completing your task has never been simpler! DESCARGO DE RESPONSABILIDAD Nada en este sitio se considerará asesoramiento legal y no se establece una relación abogado-cliente. Feel free to download this intuitive template that is available in several kinds of formats, or try any other of our basic or advanced templates, forms or documents. But not all meetings will get minutes. This joint health & safety committee meetings template by Safety Driven is ideal for recording minutes at Health and Safety Committee meetings. They will cover these details: A list of key points addressed during the meeting (i.e., the agenda) The members present ("in attendance") as well as the members absent (called "regrets") The outcomes and resolutions at each key point, which might be decisions beginning or affecting other projects The conclusion of the meeting Follow-up details concerning the next meeting Since these minutes will likely be used as future reference to inform company-wide health and safety procedures, using a good Team Meeting Minutes Template will ensure you don't miss out on any of the important points covered in discussion. What Is the Difference between Meeting Minutes and the Meeting Agenda? An agenda is merely the outline of the proposed meeting. Here is one more in a series of posts for a Meeting Minutes Template, specifically designed for health and safety teams.

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