

Safety Committee Meeting Minutes

July 27, 2023—10 a.m.

On July 27, 2023 Bernard Griffin and Alan Creason met with our facilities manager Greg Innocent to discuss some safety concerns that have been brought to their attention since the last meeting.

- The reservation agents chairs and cleanliness were discussed. The chairs are cleaned periodically, usually once a month or so, but there has been a lot of wear over the years so some of the stains are there to stay.
- Also discussed was the notification and quick repair response to one of the entry doors. It was not latching and allowed full access to the building to anyone. This was repaired by the end of the following day once reported.
- The hot and cold zones in the building were discussed. This one is more difficult because you are dealing with a lot of variables. (i.e., people, systems, locations, etc.)
- The handicap access button for entry into the building did not work 100 percent of the time unless it was hit directly in the center of the push pad. This was due to a worn sensor. This was also replaced and now works correctly.