

Memorandum

To: Nagui Rizkallah
CC: IMAC
From: Michael Rolleri
Date: 07/10/2007
Re: Minutes January Meeting

Members of the 1999-2000 IMAC Work Safety Committee:

Michael Rolleri, Chair	Paul Green Theatre
Dwight Morgan	Cogeneration Plant, Maintenance
Louis Buarotti	Facility Services, Carpenter Shop
Bill Burston	Facility Services, Training
James Fedash	Cogeneration Plant, Maintenance
Robert Gales	Outdoor Facilities Operations
Rodney Davis	Facilities Services, Electronics Shop
Lee Packer	Facilities Services, Housing Support
James Edwards	Facilities Services, Refrigeration
Kenneth Hawkins	Facilities Services, Hardware Shop
Robby Roberson	Facilities Services, Sheet Metal Shop
Philip Thompson	Physics Instrument Shop
Nagui Rizkallah	Health & Safety Liaison

On Tuesday, January 11th, 2000, the committee met at The Center For Dramatic Art conference room beginning at 2:00.

Attending the meeting: Michael Rolleri, Robby Roberson, Dwight Morgan, James Fedash, James Edwards, Robert Gales, Bill Burston, Nagui Rizkallah, Rodney Davis, Kenneth Hawkins, Louis Buarotti, Neal Johnson.

July 10, 2007

#1. Welcome and introductions.

#2. Minutes from the October meeting approved.

#3. Distributed and reviewed injuries and illnesses for IMAC Environment: Nagui presented a report on Workers' Compensation Incidents for 1999. Bodily Reactions seems to be the area IMAC needs to monitor. Ergonomics person for Health and Safety will be hired to help with this area. IMAC also compares favorably to other work environments.

#4. Distributed and reviewed the Health and Safety Office Lead –Based Paint Policy. This has now been added to the Health and Safety Manual.

#5. Distributed and reviewed Safety Self-Inspection Checklist, please review and bring suggestions, comments or changes to the next meeting.

#6. Other business: Health and Safety is in the final process of interviewing candidates for a new Director. Times and places will be announced.

#7. Committee meetings schedule for the year 2000: The committee will meet quarterly; Tuesday April 11th, Tuesday July 11th, Tuesday October 10th. Meetings will be at 2:00 in The Center For Dramatic Art conference room.

Meeting adjourned at 3:00.