

Joint Health and Safety Committee Meeting Agenda

Date:		Location:	
Time:		Place:	
Agenda Item		Allotted Time	
1.	Roll Call Note those members present and absent; note guests and alternates.	1 min.	
2.	Meeting Report Adopt report of the previous meeting as circulated, correcting any errors or omissions.	1 min.	
3.	Unfinished business	5 min.	
4.	Review of Inspection Report	10 min.	
5.	Review of First Aid and Accident /Incident Investigations	5 min.	
6.	New Business (items for consideration)	10 min.	
7.	Education	15 min.	
8.	Recommendation(s) to Employer	10 min.	
9.	Other Business	3 min.	
10.	Adjourn	Total = 60 min.	