

WILLIAM MERRY, P.E., DEE
GENERAL MANAGER/
DISTRICT ENGINEER

TIMOTHY S. FLANAGAN
ASST. GENERAL MANAGER

RICHARD SHEDDEN, P.E.
SENIOR ENGINEER

RICHARD NORTON
ADMIN. SERVICES MGR.

ROBERT WELLINGTON
COUNSEL



MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Home of the Last Chance Mercantile

DISTRICT SAFETY COMMITTEE MEETING MINUTES OF MARCH 22, 2007

I. CALL TO ORDER

The meeting was called to order at 11:36 am by Jack Cook.

II. ROLL CALL

Members Present:

Jack Cook, Rich Norton, Curtis Marshall, Antonio Moreno, Ron Lebda

Members Absent:

Clyde Walkup, Molly Beasley, Israel Mendoza

Others Present:

Sonia Haro

III. REVIEW AND APPROVE MINUTES OF DECEMBER 07, 2006 SAFETY COMMITTEE MEETING

The minutes were approved by common consent.

IV. COMMITTEE ADMINISTRATION

- a) Rich Norton introduced Jack Cook as the Interim Safety Manager who will chair this committee for the next several months.
- b) Jack recognized all Safety Committee members for their hard work and efforts by giving each member a "Safety Committee" sticker.
- c) Sonia who provides administrative support to the safety program and committee was appointed to be a member of the committee.

V. REVIEW SAFETY INSPECTION STATUS REPORT

Jack reported that he has updated the rolling summary of safety issues that Gary Metzler created as a replacement to the work order system. He will continue to integrate it into the weekly operations meetings.

VI. INCIDENTS AND INJURIES

The Employee Injury and Incident Logs were reviewed. Rich stated that all reports for incidents and injuries have been received and that he will continue to monitor administrative procedures for timeliness. There was a question about minor first aid injuries and the extent to which reports should be completed and reviewed in these circumstances. It was agreed that we would continue to provide written reports to help identify potential hazards and would fine tune the severity level that requires a report.

VII. RESULTS OF CURRENT SAFETY COMMITTEE SITE INSPECTIONS

The Site inspections were discussed with reports for each area. Curtis suggested improving the check list for the shop by adding the outside oil storage area. Several fire extinguishers on site are not tagged properly. There was further discussion about fire extinguisher inspections and who is/should be responsible for those located in the equipment. Jack will resolve these issues. Sonia will update and distribute the emergency contact list. Jack reported that there was a recall on the defibrillator machine located in the scales and the manufacturer will send new software in the next few months. Paving repair to the Last Chance Mercantile processing area was recommended.

VIII. OTHER TOPICS/DISCUSSION BY COMMITTEE MEMBERS

- a) Jack reported that the results from the air testing of the Material Recovery Facility were received and have been reviewed. Asbestos was not detected and there was a reduction in mold spore counts in both A & B rooms. Copies of the report are available.
- b) Roundtable and Open Discussion:
 - 1. Jack suggested adding another member or alternate member to the committee, as there are few members who have not been present at the last several committee meetings. Rich suggested reviewing the attendance records for the last two years, and discussing this issue at the next committee meeting. Sonia will review the records and report them to Jack.
 - 2. There was discussion regarding the current Safety Committee Inspection forms. Jack will review and improve the forms where needed.
 - 3. The new safety vests can block an employee's name. Since this is not directly a safety issue, it was referred to management for further evaluation.

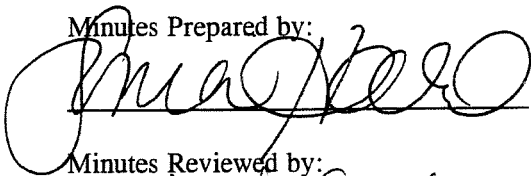
IX. SET DATE FOR NEXT SAFETY COMMITTEE MEETING

Next meeting scheduled for June 14, 2007.

X. ADJOURNMENT

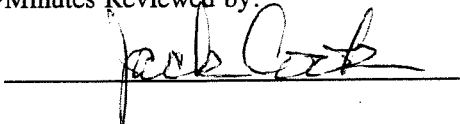
The meeting was adjourned by common consent at 1:10 p.m.

Minutes Prepared by:



Sonia Haro, Administrative Support Specialist

Minutes Reviewed by:



Jack Cook, Safety Manager