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MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

Home of the Last Chance Mercantile

SAFETY COMMITTEE MEETING MINUTES OF JUNE 21, 2007

I. CALL TO ORDER

The meeting was called to order at 11:35 am by Safety Manager Jack Cook.

II. ROLL CALL

Members Present:

Jack Cook, Rich Norton, Curtis Marshall, Antonio Moreno, Ron Lebda
Clyde Walkup, Molly Beasley, Israel Mendoza

Members Absent:

None

Others Present:

Sonia Haro, Tim Flanagan

III. REVIEW AND APPROVE MINUTES OF MARCH 22, 2007 SAFETY COMMITTEE MEETING

The minutes were approved by common consent.

IV. COMMITTEE ADMINISTRATION

a. Israel Mendoza representing the Repair and Maintenance Shop was welcomed to the committee.

V. REVIEW SAFETY INSPECTIONS ROLLING SUMMARY

Jack reported that due to his computer crashing, the original rolling summary of safety inspections had been lost. He has not been able to recreate it, but hopes to be successful in doing so. Jack stated he would be creating a new rolling summary in a different format and have it ready by the next Safety Committee Meeting.

VI. ACCIDENTS AND INJURIES

a. The annual review of the Employee Injuries and Property Loss Incidents Report that Rich presented to the Board on June 22nd was discussed. The goal for 2007 was to reduce injuries and accidents by at least 50%. Jack reported that he would be looking closer at the reporting process for injuries and learning more about what is and what is not reportable. Enhanced training was also discussed. There will be some refresher courses and online training for supervisors. Staff will review the current incentive program and consider modifications including the application of a "Wellness" program.

SAFETY COMMITTEE MEETING MINUTES

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- b. The injury and accident logs were reviewed and discussed. Jack informed the committee members that only those injuries that require medical attention other than first aid or loss time from work will be considered reportable for the Cal Osha Log.

VII. RESULTS OF CURRENT SAFETY COMMITTEE SITE INSPECTIONS

The Site inspections were discussed with reports for each area. All areas were reported to be in good condition with a very few exceptions. A concern in the LFG building was the ladder used to climb up on to the generator, which can be slippery if wet. Jack suggested using the area lift as an alternative. In the MRF, the Assistant Manager's office is listed as an emergency exit in the evacuation plan, but has no sign on it. Jack will check with Rick to change the evacuation plan. The eyewash stations also need to be cleaned and some of the safety signs need replacing. Antonio commented on the lighting in A-room; some areas are too dark.

VIII. OTHER TOPICS/DISCUSSION BY COMMITTEE MEMBERS

Attendance of Safety Committee Members was reviewed; a report of absences over the last two years was discussed. It was noted that members are aware of meetings far enough in advance to schedule days off around the meeting date. It was suggested that if a committee member has scheduled a day off on the day of the meeting, they should conduct their inspection before the meeting or get another committee member to conduct the inspection for them.

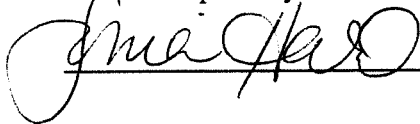
IX. SET DATE FOR NEXT SAFETY COMMITTEE MEETING

The next meeting will be on September 13, 2007.

X. ADJOURNMENT

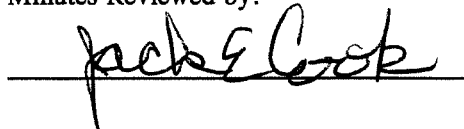
The meeting was adjourned by common consent at 1:47 p.m.

Minutes Prepared by:



Sonia Haro, Administrative Support Specialist

Minutes Reviewed by:



Jack Cook, Safety Manager