



Safety Committee Record of Minutes

Date: 7/28/2022 Time Started: 2:30 PM
Chairperson: John Gruttadauria

I. Membership Attendance

Members Present	Members Absent
Willie Rinaldi	
John Gruttadauria	
Dan Maguschak	
Kevin Mayewski	
Nick Crawford	
	Jeff Hughes

II. Approval of Minutes

Meeting minutes from May meeting were approved by everyone in attendance.

III. Old Business

NO.	Recommendation(s) Not Completed
1	Air Box Calibration
2	Vehicle/Equipment Maintenance Request Form
3	
4	

NO.	Recommendation(s) Completed	Date Completed
1	Accident Investigation	6/24/2022
2	Double check vehicle to ensure triangles are not broken	6/20/2022
3	New procedure for Power Curber	6/23/2022
4		

1. We are going to invite a person that uses the air box to discuss calibration and attempt to calibrate after safety meeting

2. After further discussion the procedure for the request form is that employee's text John with the info. He will fill out form and pass on to garage and track progress. John will send text to all employees

IV. New Business

New recommendations discussed at meeting.

NO.	Recommendation(s)
1	Fire Extinguisher Inspections
2	Boom Certification
3	Boom – Scissor Lift Training
4	SDS Sheets
5	Invite Steve Tyrell to next safety meeting
6	Forklift training for office personnel

1. Will call company to inspect fire extinguishers and charge them if needed
2. United Rental has been call to certify our boom. Certification has not been complete yet
3. Willie completed online portion of training. Call has been made to onsite evaluator to evaluate Willie in person to complete the training process
4. Update SDS sheets have been gathered in book and place in the garage area. Includes all chemicals stored in garage and yard.
5. Will invite Steve to our August meeting to discuss Air Box Calibration since he uses equipment
6. Suggestion has been made to have office employees trained on fork lift to handle take deliveries off truck. Purpose is to have more than 1 or 2 people that can use forklift to ensure someone is always available to unload deliveries.

Review of accidents/incidents reported since the last meeting.

Date Occurred	Injury/Illness Type	Department

Accident investigation report was completed regarding incident. See attached report

V. Reports

Three site inspections were completed. Glen Lyon Streetscape, Dallas Streetscape, Hallstead Affordable Housing, Bridon, Chewy Wilkes Barre, ECMS #118021

VI. Other Good for Committee

VII. Meeting Adjournment

Meeting adjourned at (3:15 pm). The next meeting will be held (8-25-22 2:30 pm at Multiscape Office).