ITEM 1: **CALL TO ORDER:**

- Present: Dawn Distler, Charles Rector, Shawn Metcalf, Quentin Wyatt, Jay Hunter, Lori Stokes, Louise Gissendaner, Jarrod Hampshire
- Not Present: Donald Christian

ITEM 2: **COMMITTEE MINUTES:**

- Approve January Meeting Minutes – No questions or comments

ITEM 3: **SUB-COMMITTEE REPORTS & POTENTIAL RESOLUTIONS:**

- Employee Engagement Report
  - Hires/Exits – No hires, Two retirements (Harold Hamilton, Richard Ryan)
  - OHSA Recordable – Jan. 2019 was 6.90, Jan. 2020 was 6.90
  - DART Rate – Jan. 2019 was 3.57, Jan. 2020 was 4.05
  - Work related injuries/lost time – No OHSA reportable injuries in January, 2020
  - KPIs:
    - Training Hours per Employee: 910 total training hours for Jan. 2020 or 2.19 hours per employee
    - Training Investment per Employee: $0 (All training that took place was at no cost for the month of January, 2020)

- Safety & Security Report
  - Preventable accident data
  - KPI’s
  - Miles Between Preventable Accidents
    - January 2019 (86,308)
    - January 2020 (104,491)
  - Customer Injury Rate
    - January 2019 (1)
    - January 2020 (0)
  - Employee Injury Rate
    - January 2019 (3 Total Injuries)
    - January 2020 (0 Total Injuries)
ITEM 4: SET TIME & DATE FOR NEXT MEETING:

Wednesday, March 18, 2020 at 9:30 A.M. in the 2nd Floor Board Room, Kenmore Blvd

ITEM 5: ADJOURN