



## Company Safety Meeting Agenda

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Location: Hardisty Board Room

Date: September 7, 2021

Time: 6:00 Supper **6:30-7:15 pm Meeting**

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### Andy Thorson

**Role Call:** Andy Thorson, Jody Jewell, Heather Roblee, Sam Drager, Lynden Dempsey, Sam Holinaty, Aaron Gramlich, Diane Grove, Kennedy Evans, Julie Pasztor, Dezeræ Bush, Theresa Campbell, Ashlee Martel-Zachow, Keegan Kowalchuk, Noel Wysocki, Glanda Lien, Hanna Adans

**Safety Moment:** Diving and school is back in so watch out for the children as well as the wildlife on the hiways.

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### Beverly Cameron

Announce Featured Employee – Read why this person was nominated, hand out.

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- **Lynden Dempsey & Sam Holinaty**

Featured Core Value for September- **Leadership and teamwork.**

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### Andy Thorson

1. **Describe what your role will be:** Overall quality of how we continue to orientate our new workers as well as how our new workers are being trained for our field operations. Review and improve the quality of our field generated paperwork. Will also be looking at how we as an organization can make everything more consistent across the board and that we operate with the same expectations for everyone.
  2. Worker observation cards
  3. Field generated paperwork
  4. Joint Health and Safety Committee
  5. Reminder to send in emails with concerns and meeting topics to [qc@safetyfirstm.com](mailto:qc@safetyfirstm.com)
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### Jody Jewell

1. Describe what your role will be:
2. Touch on importance of the 20/20/20 logs



3. Welcome new field team members since the last meeting (Brooklyn, Dez, Myron, Kennedy, Noel, Kulvir, Aaron, Esa, Danielle, Katelyn and Tate)
4. Reminder of using spotters while pinning to equipment.
5. Please utilize the comment section on your time sheets including OT, Shop and Travel approvals.
6. Equipment tracking - job sheets.
5. Discuss the busyness of the past 3 months and recognition of all team members hard work and dedication.

### **Sam Drager**

1. **Describe what your role will be:** Dispatching and sending out all job sheets. Employees will be calling me as I will take questions to Jody or Justine is necessary.
2. Make sure you are locking things up. (Trucks, gates, shop and closing doors)
3. Commitment for the job you accept.

### **Beverly Cameron**

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1. Payroll questions
  2. Hydra App
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### **Rob Harrison**

1. Make sure you are cleaning the vehicles and washing them, filling them full of fuel. Clean up after yourselves and have the truck in a condition you would expect it to be in when you are to get in it! Need something ask?
  2. Appropriate cleaning products to be used while cleaning equipment in the field.
  3. Any Maintenance that is needed on a unit email [shop@safetyfirstm.com](mailto:shop@safetyfirstm.com)
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### **Justine Ness**

1. Overall speech to core values
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Meeting Adjourned: 7:15 PM

Next meeting: October 5, 2021