

Safety Audit Committee Meeting Agenda

Date: Wednesday, October 23, 2024

Time: 4:00pm

Location: KFMS Conference Room

Members in attendance: Mrs. Jenkins, Mr. Rankin, Bicey, Wilson, Looney-Gill, Dildy, Karakla

1. Call to order
  - a. Welcome and Introductions
  - b. Roll call of committee members
2. Presentation by Mrs. Jenkins
  - a. Board member Mrs. Jenkins will present the committee's
3. Establish Committee Norms
  - a. Discuss and agree on norms for committee operations
4. Selection of Chairperson
  - a. Nominate and select a chairperson for the committee
5. Meeting Schedule
  - a. Agree on dates and times for meetings throughout the year
6. Review of Team Accomplishments
  - a. Quick review of the accomplishments of the team so far
7. New Business
  - a. Open floor for any news items or concerns from committee members
8. Adjournment
  - a. Set date and time for the next meeting
  - b. Closing remarks

**Notes from meeting:**

Timekeeper role was established: Joylyn Dildy

Clerk: Natalie Karakla

3. Establish Committee Norms changed with 4. Selection of Chairperson

3. Establish Committee Norms - tabled for next session

Chairperson sworn in: Mr. Rankin

Discussed the topic of whether we should make these meetings virtual or require them to be in person.

Meetings held monthly at KFMS @ 4:00pm (3rd Wednesday of each month)