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| **JOINT HEALTH AND SAFETY COMMITTEE MEETING MINUTES** |

**​​Date:​** ​

**​​Time:​**

**Location:**

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| **JHSC MEMBERS** |

​​**1.** Name & Title:

​​**2.** Name & Title:

​**3.** Name & Title:

​​**4.** Name & Title:

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| **MEETING AGENDA ITEMS (NEW BUSINESS)** |

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| **Hazard / Item** | **Comments** | **Action / Recommendation** | **Follow up** | **Date** | **Responsible for Action** |
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| **ADDITIONAL COMMENTS** |

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| **SIGNATURES OF ATTENDEES** |

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| Worker Co-Chair:  |   |   |
| Management Co-Chair:  |   |   |
| Worker Members Present:  |   |   |
| Management Members Present:  |   |   |
| Guest:  |   |   |
| **Next Meeting Date:** | Time:  | Place:  |