

TRUMBULL COUNTY BOARD OF DEVELOPMENTAL DISABILITIES

Policy

Section 10.12

BOARD HEALTH AND SAFETY COMMITTEE

Purpose:

The purpose of this policy is to define the scope and authority of the Board Health and Safety Committee. The Board Health and Safety Committee has been established to ensure consistent application and implementation of the organization's health and safety program and ensure compliance with all applicable local, state, and federal regulations.

Policy:

The Board Health and Safety Committee will serve as the centralized mechanism to coordinate and implement the Board's health and safety policies and procedures.

Organization:

The committee shall be comprised of Senior Leadership and Leadership members representative of the entire organization as designated by the Superintendent. The Chairperson of the committee will also be appointed by the Superintendent.

The committee will typically meet on a monthly basis or as scheduled by the chairperson.

Duties and Responsibilities:

The duties and responsibilities of the committee shall include, but is not limited to, the following:

- Review the Board's health and safety policies and procedures and make recommendations for revision as needed.
- Review safety data to proactively identify trends and patterns and facilitate corrective action.
- Monitor and evaluate the effectiveness of the Board's safety program to include emergency drills and inspection reports.
- Conduct facility safety inspections.
- Coordinate external facility inspections as prescribed by local, state, or federal regulations.
- Maintain Material Safety Data Sheets (MSDS) and compliance program.
- Review safety and security best practices and provide input to the Superintendent for implementation.
- Provide periodic reports and recommendations to the Superintendent regarding the status of the Board's health and safety program.

- Any additional duty or responsibility as delegated to the committee by the Superintendent.

The Committee will maintain a written record of activities including agendas, meeting minutes, and disposition of any actions required.

Adopted 8/27/07
Updated 7/24/2012

Reference:
OAC 5123:2-1-02
OAC 5123:2-1-06
CARF Standards