

## ETTA Supervisor Meeting

**Date:** January 25, 2021; 1 pm – 2pm

**In Attendance:** Marcy Collyer, LaMont Smith, Hollis Yelverton, Wanda Lagoe (Scribe)

### **Agenda:**

BC Comments

Section Highlights and Updates

### **BC Comments:**

- Identify wish list items and provide to Carol by 2/12. Such as pop-ups, safety awards, booths, jump drives, HLS items, and other equipment.
- Updated the DHHS MOU to reflect the new Commissioner. Hoping to get it signed as it has been on hold for a year.
- Be sure to get the reports (Annual, Annual Comparison, Grassroots) to me by mid February and get your NCVIP highlights to me by January 28.
- Carpet installed today in Training Room and looks great.

### **Recognition Program:**

- Working on compiling best practices from the annual reports to add to website.
- Ursula retiring March 31 and Annalyn staying until husband gets assigned his duty station.
- Star Consultants are working on 12 pending Star applications. One company is on our official pending list but on hold due to COVID.
- Safety Awards will be postponed to late summer/fall in hopes of doing them in person.
- Still doing site visits remotely and on site where possible.
- Jermaine to be cut loose in the Spring.

### **Training:**

- The virtual 100 course went well.
- This week's virtual Tech Writing course started with some glitches. The updates that IT did over the weekend messed up Lifesize.

- Accident Investigation (AI) and DDC training is almost finalized. Alta and Julie will be available for questions in the April AI course.
- The new Commissioner logos have been updated to all internal and external PPTs.
- Will need a high quality jpg of the new Commissioner for the Booths and Pop-Ups.
- Hope to have the new web platform squared away this week and the survey monkey subscription.

**Standards:**

- W&H Posters have been printed but need folding. Still do not have the new OSH Posters and they will need folding as well. The Publication's folder machine needs repairing. There also might be an issue with printing envelopes.
- Can we send print requisitions to Pubs so we can update all of our publications? Do we recycle our now outdated publications?
- Received a variance from DLV Roofing. On hold since they have an open case with Compliance.