

**Education, Training and Technical Assistance Bureau**  
**Supervisor Meeting Minutes**

**Date:** September 26, 2022

**Time:** 1 pm – 3 pm

**In attendance:** Wanda Lagoe, Marcy Collyer, LaMont Smith, Hollis Yelverton

**Scribe:** Wanda Lagoe

***Wanda:***

- Jennifer to provide specific details for the new work at home policy for the OSH Division.
- Online vehicle calendar – decision not to set one up as there is no easy way to make it work at this time.
- Still working on the One Stop Shop upgrade.
- EDB employee using our webinar room indefinitely.
- KB's retirement party on Thursday from 11 – 1. All welcome to come by for refreshments.

***Hollis:***

- Weekly meetings on the new Heat Stress rule. Moving along really well.
- Would like to have more flexibility for staff to work from home with the new phone capability.

***LaMont:***

- Carolina Star conference had great numbers this year: 724

***Marcy:***

- Annual training all squared away.
- PSM training this week - Andy covering for Steve Davis as he got sick.