

ETTA Supervisor Meeting

Date: January 29, 2024

Time: 10 – 11:30 a.m.

In Attendance: Wanda Lagoe, Marcy Collyer, LaMont Smith, and Hollis Yelverton

Wanda:

- NCVIP time; just provide summaries for me. Track what you need for your direct report workplans.
- Bureau tracking – remove redundancy in what we track; use the tabs you need and modify so no duplication on what's on the SMP.
- New partnership potential with Barnhill. ETTA and CSB will need to take the lead but it is within walking distance of the ORB.
- Annual report; need your information by February 12.

LaMont:

- Safety awards; online application is working well, some hiccups. So far, about 500 have applied.
- Carolina Star – receiving annual reports from the Star sites. The conference is set for September 17-20; theme will be “Keep safety rolling”.
- Scheduled SSTM training; Sharon is in the class but will have room for any other trainers, if needed.

Marcy:

- Finished interviews; will work on paperwork tomorrow.
- LAD said we can use the MS photos in our PPTs; will provide us with a disclaimer to put in the notes.
- Scheduling lots of internal training right now.

Hollis:

- Working on language for rule-making auto-adoptions with Jill and Julie.
- Hearings for Infectious rule petitions were last week.
- Japonica will start helping Nick in the Library along with Christy. She is also getting trained on vehicle management so both Christy and Japonica will be each other's back-up.