



MAPA Safety Committee Meeting

Date: January 26, 2017
Place: MAPA Office
1221 Jefferson Street
Jefferson City, MO 65110

Meeting Notes

10:00 Welcome & Introductions

- Members present:
 - Cynthia Cox
 - Jordan Janet
 - Eric Caldwell
 - Don Rosenbarger
 - Bruce Menke

10:05 Review anti-trust statement

- MAPA anti-trust statement was distributed and reviewed

10:10 Define the purpose of Safety Committee

- Don Rosenbarger shared his vision for the Safety Committee
 - To raise awareness of safe behaviors and safe practices across the MAPA membership and our industry.
 - Providing resources (written and digital) for members to utilize for in-house training of their employees
 - Provide Tool Box Talks for members to utilize with their crews.
 - Share articles and photos of members “doing things right” in the field.
 - Utilize MOAsphalt website as the sharing platform
 - Send out a monthly email with updates a resources
 - Perhaps it could grow into a place to ask questions and seek advice before making a mistake in the field
 - Perhaps it could grow in to a “chat room” for safety professionals and others interested in safety.
 - Safety awards program
- We will have spot available on MAPA website
 - Could provide communications here
 - Could utilize for safety awards program updates
- National resources could be used to “pre-populate” at the early stages
 - IE silica regulations that are upon our industry
 - Asphalt Institute could be used as a plant resource



10:30 Draft, revise and adopt ground rules for meetings, committee structure, and positions

- Members could be surveyed to poll what they would like our purpose to be
 - Using Survey Monkey or similar
 - How we can serve the masses
- Make engaging MODOT via some form of safety partnership is a key mission
 - Similar to AGC Safety Committee
 - Beneficial to creating policy and language
- Committee structure should include the following:
 - Chair
 - Vice-Chair
 - Secretary
- Electing members should take place when more members are present

10:50 Draft Safety Committee “Mission Statement”

- The following statement was drafted:
 - It is the mission of the MAPA Safety Committee to promote a healthy and safe work environment for the benefit of all members through education and communication of safe work practices.

11:30 Adopt goal/vision for the group’s planning

- The following points were drafted as goals/visions of the Safety Committee
 - Equip members with resources to promote and provide safe work environments in our industry
 - Communicate and share ideas
 - Provide a forum/think tank for members to consult/share/warn with regards to safety
 - Foster a positive attitude/culture with regards to advocating safety in a friendly, non-judgmental environment (catch them doing things right)
 - Sharing industry best practices – who is using/practicing what and how it works

11:45 Identify challenges to the goal/vision and strategies for addressing challenges

- These can be addressed after official adoption of Mission Statement and the committee’s goals and visions

11:55 Committee membership; recruitment of members

- There was more expressed-interest than attendees for the first committee meeting
- Re-communicate to members the formation of the committee and the date and time of the next meeting.
 - Don Rosenbarger
- Assure that the communication is reaching all members.
 - Don Rosenbarger



12:00 Plan next steps

- Next meeting set for Thursday, March 2, 2017 at MAPA office
- Communicate to requesting members the minutes from first meeting
 - Jordan Janet
- Complete adoption of Mission Statement, committee goals/vision and committee structure at next meeting
- Elect positions at next meeting

12:05 Meeting Evaluation

- Attending members felt the meeting was beneficial with good discussion and collaboration.