



Marshall Safety and Health Action Team (MSAT)

<http://msat.msfc.nasa.gov/>

MINUTES

9/1/2004

The MSAT meeting was held Wednesday, September 1, 2004 , from 10:00-11:00 a.m. in Room 625, Building 4201.

Attendees were: Cynthia Williams, Kasondra Turner, Mary Hunter, Peggy Jefferson, Ketchel Jordan, Brittany Metcalfe, Glenn Funkhouser, Chris Fisher, Curt Lewis, Cathy White, Deborah Underwood, Helen Eddleman, Todd MacLeod (**WELCOME New Member – Martin Draper from Jacobs/Sverdrup**)

WELCOME/GENERAL DISCUSSION

Vice Chairman, Chris Fisher welcomed all members, identified the Emergency Exits and noted that in the event of an emergency evacuation during a meeting, attendees need to reassemble outside the East end of building 4201 (toward 4203) for roll call. Protective Areas were also identified in the event of inclement weather conditions

MSAT SAFETY MINUTE

Chris Fisher presented on Childhood Injury Prevention, see attachment to minutes. Please share with your organization.

Peggy Jefferson also urged members to use caution when walking in crosswalks at MSFC. She had a near-miss incident recently. Ketchel Jordan took the action to submit an awareness reminder to all MSFC.

OLD BUSINESS

SAFETY JEOPARDY

- Contractor contributions toward games items is continuing. A bank account and checks are ready to use.
- Monte worked with Lisa Hughes in tracking/shipping of the game items to be ordered.
- Monte will lead updating the Jeopardy board and revising game questions.
- POC's are confirming: Teledyne Brown (POC John Nugent) and HEI (POC Mary Hunter) have asked to be on the schedule for upcoming Safety Jeopardy Events. **If your organization would like to invite the Safety Jeopardy to your monthly Safety Meeting or at another scheduled time, please contact MSAT Secretary, Helen Eddleman to be added to the MSAT Calendar.**

NEW BUSINESS

August 29 – September 9/1 – Monte Gravunder is representing MSAT at the VPP Convention.

October 2 – MSFC - Family Fun Day

October 28 – This will be Safety Day at the Center. It will be a half-day activity. More details are to follow.

December - This will be Buckle Up for Safety Month. Joseph Hobson (MSAT Lead) will provide more information nearer to this activity.

COMMITTEE REPORTS –

- *Close Calls Committee:* No report
(Volunteers NEEDED – Chris Fisher noted that additional MSAT members are needed for this Committee. Please let Chris know if you would like to volunteer).
- *Membership Committee:* Peggy Jefferson will be meeting with Phil Robbins to discuss membership with contractors.
- It was suggested that membership boards and handouts be reviewed and updated before handing out on Safety Day (Peggy, Monte, Chris to review)
- *Health Committee:* Lynn Motley – No report
- *Employee Interface and Communications:* Todd MacLeod and Beth Young MSAT website updated
- *Center & Team Actions Committee:* No report

CLOSING COMMENTS

- MSAT members are asked to submit their concerns and any beneficial suggestions to make the Center a safer place to work to Monte Gravunder.

The next MSAT Meeting is

September 15, 2004 - 10:00-11:00

ROOM 625 – BUILDING 4201