

**November's Safety & Staff Meeting Minutes
December 4, 2025 – 2:30 PM – BCRSD Conference Room**

SAFETY IS A PERSONAL RESPONSIBILITY

MEMBERS PRESENT: Drew Perkins, Seth Cozean, Jesse Stephens, Jason Horton, Jason Wolf, Angela Gonzalez, Spencer Nichols, Daniel Cunningham, Kenneth Eskew, Roy Freeman, Robbie Hill, Kevin Sublett

MEMBERS ABSENT: Caleb Rittenour, Rodney Spires

Safety Topic – Slips, Trips & Falls

The training video emphasizes the importance of maintaining consistent situational awareness and adhering to established safety procedures in all work environments. It highlights common workplace hazards—including slips, falls, electrical risks, and exposure to chemicals—and reinforces the need for employees to use proper personal protective equipment and follow approved operational protocols. The content underscores that even routine tasks require deliberate attention to prevent injuries and maintain a safe working environment.

The video also stresses that safety is a collaborative responsibility shared across all levels of the organization. It encourages a culture in which employees proactively identify and report hazards, participate in ongoing training, and support uniform enforcement of safety standards. By promoting open communication and active engagement in safety practices, the video reinforces that consistent vigilance and teamwork are essential for reducing risk and preventing workplace incidents.

Accidents or Near Misses: Nothing to Discuss

Cyber-Security Training from Ninjio Dojo – S10/E11 – “Consent & Consequences”

The episode “Consent & Consequences” explores the growing threat posed by so-called “consent-authorization” (OAuth-style) apps. These malicious apps masquerade as legitimate tools and request permissions that — if granted — can give attackers deep access to company data and systems without needing passwords. The narrative warns that what appears to be a harmless or familiar app can actually enable a serious breach.

The story illustrates real incidents — including a breach at a major business-management software provider — showing how widespread this method of attack has become. The episode underscores the responsibility of each user to scrutinize permission requests carefully, avoid impulsive approvals of unknown apps, and consult IT when in doubt. The goal is to foster vigilance and prevent unauthorized access before it occurs.

Status of Safety Works-in-Progress & Annual Items: Ken, Roy & Spencer are doing trenching and shoring training with the city of Columbia on December 15th.

Other Business: There was a Communication Manager update where Elevate and its’ functionality was discussed. The staff shared that everything was working smoothly and requested that the verbiage on after-hours recording is changed to request specifically that should an emergency call go to voicemail, that the customer leaves specific insights such as name, address and issue. Continuing, there was a reminder that if each OM member didn’t have a tax-exempt envelope in their company vehicle, that they need to obtain one from their supervisor. A reminder about how to handle AP receipts and invoices was also discussed.

There was a quick reminder to the staff that any changes to their W2s/Tax Withholdings/Addresses need to be addressed to Angela G. for corrections. Birthdays and Anniversaries were also announced for the month of November. Congratulations were given to Jesse for his new role and the upcoming December Safety Meeting and Holiday Party details were discussed.

Daniel gave quick updates on current and upcoming projects.

Equipment Safety: The mounting bolt on one of the transformers in Brookfield came loose, causing it to arc and trip out the panel. Staff became aware of this and quickly resolved it that day.

Old Business: Nothing to Discuss

New Business: Nothing to Discuss

Meeting Adjourned at 3:30 pm.