## MONDAY MORNING SAFETY MEETING DATE: August 6, 2019 TIME: 7:45 AM

The meeting was held at Grayson Rural Electric Cooperative Corporation.

Those attending are on the attached sign-in sheet.

Meeting was opened by Kyle Clevenger.

The invocation was given by Carol Ann Fraley.

Bradley Cherry, Manager of Finance and Accounting, was in charge of meeting.

Eddie Finchum with EKP was our guest speaker and went over Lock Out Tag Out. He discussed the 10 steps in switching:

- 1. Log in with system operator.
- 2. Communicate Clearly (write down switching orders)
- 3. Carry the switching order with you (don't rely on memory)
- 4. Verify switch location
- 5. If it's not what you expect Call system operator
- 6. Confirm you have the right switch
- 7. Operate the switch
- 8. Verify the switch position (all three switches)
- 9. Log all operation
- 10. Report switching to the system operator

Kyle Clevenger reminded everyone that it will be a hot day to watch over each other and when you go to the substation make sure you have hard hats and gloves.

The meeting adjourned at 8:30 AM.

Respectfully Submitted.

Mancy Sea Maddew Nancy Lea Madden

8-5-19 Date

## OUTSIDE

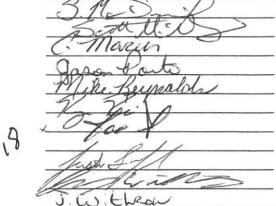
Willis Barker Michael Blevins Steven Burton Steve Bush **Richard Easton** Jared Fannin Chevenne Holbrook Mark Hutchinson Roger Kitchen Donnie Martin Shane McDavid Scott McGuire Chris Mosier Jason Porter Mike Reynolds Ryan Rice Joe Sargent Scott Speaks Justin Staniford Jerry Williams Jamey Withrow

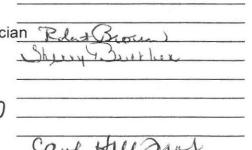
## INSIDE

Anita Bellew Rebecca Bender Robert Brown Sherry Buckler Kim Bush Bradley Cherry Kyle Clevenger Sherry Conley **Carol Fraley** Joan Litteral Nancy Madden Mike Martin Andrea McCleese Brian Poling **Tina Preece** Sue Roberts Caitlin Sexton Peggy Skaggs Marsha Thacker Amber Weddington Janet Whitt

Mechanic Maintenance Leadman First Class Lineman Meterman First Class Maintenance Leadman 2nd yr Apprentice Maintenance Leadman Maintenance Leadman Warehouseman Groundman First Class Lineman Meterman First Class Maintenance Leadman First Class Lineman Maintenance Leadman First Class Lineman **Engineering Party Chief Engineering Party Chief** First Class Lineman First Class Lineman Construction Leadman

Billing Administrator Member Service Representative Geographical Information System Technician Re. Mgr of Accounting & Human Resources **Executive Assistant** Mgr of Finance & Accounting Manager of Operations Member Services Supervisor President & CEO Payroll/Bookkeeper **Division Assistant of Operations** Asst. Manager of Operations **Technical Services Supervisor** Mgr of Technical Services Member Services Advisor Customer Representative/Cashier Division Assistant, Accounting & Finance AMI Administrator Plant Accountant Member Service Representative Member Service Representative





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