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1. COVID Activity
    - a. CDC Guidelines/Masks
    - b. Ongoing Process
      - i. All staff call outs/sick require a COVID Screening and HR clearances to return to work
  2. Inspections and Audits
    - a. Updated Audit Forms  
Department Manager – Signatures Required / Audit Ownership
    - b. Fire Marshal/Internal Walkthrough Review- Pending
  3. Incidents/Safety- HR
    - i. COVID Training /Acknowledgement Form
    - ii. N-95 Mask Training
    - iii. Sexual Harassment Training/Mgr Training
    - b. First 30 Days- Division
      - i. Divisional Training- Needs
      - ii. Food Handler Card Training/(Mgr Training ServeSafe for all FT Staff)
      - iii. RBS (Responsible Beverage Service via Department Alcohol Beverage Control)
    - c. Other Training
      - i. NEW – Customer Retail Safety – TBD
      - ii. PENDING- Bloodborne Pathogens Training – TBD
      - iii. PENDING- Allergen Training- TBD
  6. Items to Watch
    - a. Business Continuity Plan  
Updates – COVID
  7. Action Items & Next Steps
    - a. Meeting Frequency
      - i. Next Meeting- October 12

<sup>th</sup> @ 2:30pm