

# Safety Committees and Meetings

**All employers must have either a safety committee or safety meetings.**



## For 10 or fewer employees at one location

- Must meet at least monthly
- Must include all employees plus at least one person representing management
- No formal documentation required beyond writing down who attended and topics discussed
- **Model used by most adult family homes**

If you have	then:
10 or fewer employees	You may choose to have Safety Meetings instead of having a Safety Committee
11 or more employees on the same shift at the same location	You must have a Safety Committee
11 or more employees, but they work on different shifts and there are 10 or fewer on each shift	You may choose to have Safety Meetings instead of having a Safety Committee
11 or more employees, but they work in widely separate locations and there are 10 or fewer at each location	You may choose to have Safety Meetings instead of having a Safety Committee

