



**AGENDA
CHARTER REVIEW COMMITTEE
REGULAR MEETING
MAY 27, 2026
10:00 AM
CITY COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
 - 4.1 Approval of minutes from April 29, 2026
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - 6.1 Review of Incident Reports - HR Director Denise Matson will provide an overview of all incident reports received for the past month.
 - 6.2 Committee Member Discussion and Comments
- 7. PUBLIC COMMENT**
- 8. NEXT MEETING DATE**
 - 8.1 No meeting on June 24, 2026. Next meeting July 29, 2026.
- 9. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the City Attorney.

DRAFT

MINUTES
Employee Safety Committee
April 29, 2026

The Employee Safety Committee of the City of Fernandina Beach, Florida met on Wednesday, April 29, 2026, at 10:00 AM in the City Commission Chambers. Present were Chair Marileida Hernandez, Vice Chair Freddie Peake, Members Leland Honacker, Chad Manning, Jason Smith, Matthew Edison, Brandon Lovelace, Patricia Harnish, Denise Matson and Laura Scott. Not in Attendance Members Jason Higginbotham and Rick Wheeler.

Shaun Woleshin of Gallagher was in attendance as well.

Marileida Hernandez called the meeting to order at 10:01 am and led the Pledge of Allegiance to the Flag.

4. APPROVAL OF MINUTES:

- 4.1 The minutes of the March 25, 2026, meeting were reviewed. Vice Chair Peake made a motion to approve; Member Honacker seconded. Approved unanimously.

5. OLD BUSINESS:

- 5.1 HR Director Denise Matson recommended that a pause be placed on the Safety Kits with Cintas until the new fiscal year. Funding is not available in current year and a policy/procedure should be considered to ensure kits are maintained/up-to-date by employees. Committee concurred.

6. NEW BUSINESS:

- 6.1 Review of Incident Reports. Laura Scott reviewed incidents/accidents for the previous month. No additional comments.
- 6.2 Committee Member Discussion/Comments. In development of safety manual, consider required remedial training on equipment damage/accidents. There is a lack of care and proper use of equipment. Chad Manning indicated Sasha Lewis will be handling CDL training. No additional comments.

7. PUBLIC COMMENT: Shaun Woleshin of Gallagher discussed ensuring detailed information provided for incidents/injuries. Try to obtain camera footage from local businesses if possible. He also discussed legislative impacts to local governments

concerning sovereign immunity and potential for increased litigation if Governor approves.

8. NEXT MEETING DATE: May 27, 2026. There will be no meeting in June.

9. ADJOURNMENT: The meeting adjourned at 10:38 A.M.

Minutes Prepared By:

Denise Matson, HR Director

