

SAFETY MEETING MINUTES

January 20, 2012

Staff in Attendance:

Kim Montague

Herb Ekstrom

Carol Vandeman

Penny Gibbs

Toni Eddy

Aaron Treadwell

Ruby Anderson

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS – The group reviewed 22 Safety Observation forms received this month. Out of the 22 submitted, 5 were marked as re-instructed or coached & encouraged. One for not using a ladder/step stool, others for unsafe situations at the time. Over half of the observations receive focused on pushing, pulling or lifting as was requested this month. Great Job!

SAFETY CARDS- There were 4 new safety cards this month. Several for ice safety and preparedness and one for the bus barn door safety.

CENTER CONCERNS FROM PREVIOUS MEETING:

Bussing Issues at Hawthorne – Have been resolved, no more issues at this time.

Smoking at Bus Stops – Carol will send out reminder post cards to all families by the next meeting.

SAIF Site Observations – Aaron will follow up to see when the Milton-Freewater site visit will happen. The group discussed having more SAIF Site observations and that no centers have volunteered. The group discussed the importance of having SAIF visit the sites. The group randomly selected 2 Sites to have site visits within the next quarter. The Bus Barn and the Main Office/Annex will have SAIF site visits. Aaron will call SAIF and schedule the site visits.

2. DISCUSS RECENT INJURIES, NEAR MISSES, PROPERTY & EQUIPMENT DAMAGE

Aaron reported that there was an incident of a staff person being bitten by a mouse, physician was seen.

Penny shared that an agency vehicle at Hawthorne was hit by another motorist while parking on the street. The vehicle was totaled and will need to be replaced. The School District has now given us permission to park our agency vehicles on the school grounds on weekends and long Holidays.

3. SAFETY MEETING REPORTS FROM SCHOOLS

Kim shared the School Safety minutes. Milton-Freewater SD is trying to solve some parking lot safety issues, Heppner is focusing on ladder safety, and Irrigon is doing a safe route to school survey.

4. NEW BUSINESS

The latest question to Cathy was discussed. An EHS staff member shared concerns to Questions to Cathy about EHS staff sitting in child-sized chairs while eating with the children. The group discussed the concerns around EHS staff sitting in child-sized chairs verses sitting on the floor with children. Penny suggested having SAIF visit an EHS site to see what recommendations they would have. The group agreed and Pine Tree EHS was selected for the site observation. Aaron will call SAIF and schedule a site visit.

5. CENTERS SAFETY CONCERNS

Kim shared a safety concern she received from a site: The concern revolved around staff safety on days that the School Districts see fit to close the schools, but full day Head Start classrooms stay open. Concerns were shared about falling on the ice in the parking lot and being left alone at the center by themselves. Penny explained that we cannot deice entire parking lots. It isn't practical. Centers can however use bird seed, cat litter or sand if there is a high concern area. The area will have to be cleaned after though. The group discussed the fact that there are staff alone at sites everywhere, not just at full day and that it is each staff's personal responsibility to take safety precautions. Staff are encouraged to buy ice cleats for their personal fall protection (or socks over your shoes work well too). Staff are encouraged to carry a cell phone, flashlight or emergency whistle as they feel is necessary.

Bus Barn – Shared that their roof is leaking. Penny is working on this.

Hawthorne – Has concerned around Alt Ed kids smoking in view of the playground, shared outdoor safety sweeps, and gates getting latched. Penny shared that these are all concerns that will be discussed at the Hawthorne Building meeting on Monday.

The next meeting is scheduled for February 24th in UMATILLA.