

## **SAFETY MEETING MINUTES**

**May 20, 2011**

### **Staff in Attendance:**

**Aaron Treadwell  
Amy Hendrix  
Herb Exkstrom**

**Eric Carpenter  
Carol Vandeman  
Dan Daltoso**

**Tzi Tzi DeLaFuente  
Sheri Maze**

### **1. OLD BUSINESS:**

**REVIEW OF SAFETY OBSERVATION FORMS-**Safety observation forms were reviewed and the majority were commended. One was coached. Discussed revisiting this as the majority of the forms are filled out by the two Operation Directors. Safety committee would like to see this task more dispersed.

**SAFETY CARDS-** None submitted

**VICTORY SQUARE PARKING-**Arrows in and out of the parking lot and “NO PARKING” have been painted at Victory Square. The bus drivers reported it seems to be working. Aaron shared that starting the school year out next year with everyone on the same page should really help the issue

**MAIN OFFICE “CAUTION “-**Painting of Caution has been completed in front of the CCR & R office.

**SAFETY TRAINING-** Herb is signed up for the Safety training in Pendleton on June 15<sup>th</sup>. He plans to follow-up to ensure his registration has been submitted.

**PLAYGROUND AT HAWTHORNE-** Sheri reported there has been an improvement. The kids have been better about staying off the gate. School District staff haven’t replaced the latch yet. With school shutting down for summer, it should get even better since the kids waiting for the bus contribute to the issue.

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

- One injury was reported-Staff person was hit in the face by a ball a student had kicked
- Aaron shared he appreciates the timeliness of reports coming in and that all paper work is getting filled out.
- Carol reported that payment is coming from Walmart for the dent in the highlander that was caused by the carwash brush.

### **3. SAFETY MEETING REPORTS FROM SCHOOLS**

- MF-radios were purchased. They are charged and now working. The shed has been installed and has not been broken into.

### **4. NEW BUSINESS**

- Dan Daltoso was welcomed to the safety committee. He plans to invite a non-management employee to join the safety committee.
- Safety Goals will be revisited at the June meeting in preparation for strategic planning.
- Herb shared he needs to set up proper disposal of fluorescent lights. Sheri followed up with the Hermiston School District on disposal. She now has the contact information for

the site the school district uses. Sheri will follow-up. Herb plans to have a box set up at each site for used fluorescent lights to be stored until they can be disposed of.

**5. CENTERS SAFETY CONCERNS**

- . -No safety issues at this time.
- Update on Enterprise-tree has been removed so loading and unloading from the bus is safer,
- Staff have met with Campus Life and things are going well. Staff know how to handle situations if they occur
- Bus Barn- there is a well behind the bus barn (not on the property we rent) that the wooden top has rotted off and someone could fall in. Owner notified. It triggered staff to check on the well lid at Highland

***The next meeting is June 16th, at 8:30 at the Main Office.***

