

SAFETY MEETING MINUTES

May 18, 2012

Staff in Attendance:

**Herb Ekstrom
Adam Lemmon**

**Aaron Treadwell
Amy Hendricks**

**Carol Vandeman
Kim Montague**

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS – The group reviewed 25 Safety Observation forms received this month. Out of the 25 submitted, 3 were marked as re-instructed or coached & encouraged. The reinstructions were for improper lifting (1) and unsafe work conditions (2).

SAFETY CARDS- There was one new safety card this month; it recognized the amount of safety observations completed at one center.

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

Aaron shared that there have been no incident reports in the past month. There have been three claims since January, one has been denied.

SAFETY MEETING REPORTS FROM SCHOOLS

Nothing to report.

3. NEW BUSINESS

Carol discussed the SAIF representative, Luke Betts' report that driving is the number one way that employees are killed on the job and some of the legal expectations if caught driving improperly while on the job. Discussion also centered around how to handle situations when staff are riding with co-workers who are driving unsafely. The safety committee would like to bring a focus to safe driving and suggested brining in a trainer and Carol will look into liability training.

Several centers brought up the suggestion for a Work Safe Cart for the Main Office, due to the amount of boxes and other items that get returned to the office at the end of the year, and at various times throughout the year. The Safety Committee agrees with this suggestion and recommends a cart be approved and purchased.

The safety committee discussed the practice of traveling to other centers to have safety meetings. Overall, the members of the safety committee believe the practice should be continued, but need to discuss further when all members are present.

4. CENTERS SAFETY CONERNS

Carol shared that they still have people walking through the Bus Barn grounds. Carol is calling the police when this occurs. On one incident, the police said they were too busy to respond. Carol had felt it necessary to call, as the gentleman was walking close to the cars looking inside.

The next meeting is scheduled for June 14 at 8:30 a.m. at the Main Office.