

SAFETY MEETING MINUTES

8/17/12

Members in Attendance:

Carol Vandeman

Penny Gibbs

Kim Montague

Tzi Tzi DeLafuente

Herb Ekstrom

Aaron Treadwell

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

Safety committee reviewed safety observation forms. 2 new observations for this month, both were commended.

SAFETY CARDS

None at this time

SAFE DRIVING PRACTICES

Carol shared that she contacted our current insurance company and they do have a fleet safety program. The file is very large, so Carol will email the information to the group for review. Carol stated that she did not know yet if there was a discount associated with the fleet safety training, but she would find out. She also shared that TrafficSchool.com has a program as well.

UMATILLA GATE

Penny shared that a gate has been purchased for the Umatilla Main Building hallway to help keep WIC clients children from entering the kitchen area. The gate will be placed in the hallway after the bathrooms, but before the kitchen. This will allow WIC clients to still have access to the bathrooms and office areas, but will impede children from running into the kitchen where they or a staff member could be injured. The placement of the gate will also allow easy access for the cooks into the kitchen without blocking their entryway. The new gate should arrive and be installed before the first day of class.

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

We had a bus vandalized again in Milton-Freewater. The tail lights and bulbs were broken out. We will be moving the bus to a secured location for parking. Carol is currently working out the details.

3. SAFETY MEETING REPORTS FROM SCHOOLS

None at this time

4. NEW BUSINESS

Integrated Pest Management (IPM)

Kim shared that she will be conducting IPM Trainings beginning in September at each site. Every staff member must have the training at least annually. The program focuses on prevention, changing behaviors and communication.

5. CENTERS SAFETY CONCERNS

None at this time

The next meeting is scheduled for September 21st at 8:30 am at the Main Office.