

SAFETY MEETING MINUTES
1/20/17

Members in Attendance: Herb Ekstrom, Carol Vandeman, Penny Gibbs, Norma Jaime, Katherine Harris, Jayne Dewees

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

30 Safety Observations were completed, 2 were Coached/Re-instructed.

- Staff member left file cabinet open into a walkway. Please shut file cabinet drawers when not in use.
- Staff member used an improper tool as a ladder. Please only use step stools or ladders to reach cupboards.

SAFETY CARDS

No safety cards submitted.

OTHER

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

2 injuries reported, one injury required a doctor's visit.

- Slipped on icy sidewalk
- Slipped on icy ramp

Corrective action is to clean off sidewalks and walkways better in icy weather.

Property/Equipment damage:

-The Hermiston Main Office has water damage in the gathering room from build-up of ice in the gutters that backed up into the roof line. Remedies will be looked at when repairs are completed. The agency is looking into an insurance claim on this.

-The fence in Milton-Freewater was damaged due to high winds – lost several pieces of paneling.

-Several heat pumps though out the agency have had issues due to the cold weather and/or ice build-up.

-2 vehicles with damage: Bus was rear-ended; damage consisted of a small scrape on the bumper. An agency vehicle was hit, possibly in the parking lot, and left a dent and damages to the rear bumper. This was a hit and run, and was discovered by staff.

3. SAFETY MEETING REPORTS FROM SCHOOLS

No reports were available at this time

4. NEW BUSINESS

Ice Safety: The group had a lengthy conversation about the winter weather **conditions and staff's concerns about icy playgrounds and parking lots**. Penny shared that everyone was struggling with the same difficulties and that we can only do so much when everything keeps freezing. The key is to be prepared and do a better job of maintaining. We were just not prepared for the weather we got, how much and how long. In some cases, areas were not cleared properly, or at all, and then those areas got worse or froze making it impossible to keep clear.

Staff shared that it has been difficult or impossible for the children to play outside due to the icy conditions. Penny shared that she was aware and sympathized with staff. Unfortunately, Penny did not have the magic answer, but encouraged staff to share with each other how they were doing gross motor activities and movement inside.

Comments were also made about icy parking lots. Penny **explained that we can't deice entire parking lots as it just isn't feasible**. Penny shared that gravel was not helping much in areas that is was used, as it was just rolling off the ice or after ice started to melt the gravel would refreeze into the ice. Also concerning, is the clean up after using gravel in our parking lots. Staff discussed clearing at least one walking path to parking lot areas, when feasible. Staff also need to take some responsibility for their personal safety. Wearing proper footwear, snow cleats or other traction devices will help in parking lots and uncleaned walkways.

5. CENTERS SAFETY CONCERNS

See above

The next meeting is scheduled for February 17th, 8:30 am at the Main Office.