

SAFETY MEETING MINUTES
2/17/17

Members in Attendance:

Herb Ekstrom, Ruby Anderson, Katherine Harris, Michelle Felton, Penny Gibbs, Jan Alberts and Kim Montague

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

33 Safety Observations were Commended, the following 5 were Coached/Re-instructed.

- Staff person carrying a case of copy paper was encouraged to use a hand cart.
- Employee shoveling snow covered sidewalks was encouraged to take breaks.
- Staff person used a chair, instead of a step stool, to help collect craft items.
- **Teacher tying child's shoes while bent at the hip was encouraged to bend at the knees.**
- Staff person picking up child while leaning over a gate was encouraged to open gate and bend at the knees.

SAFETY CARDS

- Penny G. safely knocking down icicles
- Holly Y. assisting children from bus to school on icy path
- Starla H. applying deicer to sidewalks

OTHER

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

Injuries

- Staff fell on ice, resulted in a SAIF claim

Property/Equipment Damage

- Bus rear ended at railroad, no claim.
- Bus hit parked car, damage to vehicle; no cost estimate yet.
- Agency vehicle damage, bumper came off.

3. SAFETY MEETING REPORTS FROM SCHOOLS

4. NEW BUSINESS

- Safety Committee Elections next month!

5. CENTERS SAFETY CONCERNS

The next meeting is scheduled for March 24, 2017; 8:30 am at the Main Office.