

SAFETY MEETING MINUTES
3/24/17

Members in Attendance:

Herb Ekstrom, Ruby Anderson, Katherine Harris, Michelle Felton, Jayne Dewees, Amy Hendrix, Penny Gibbs, and Kim Montague

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

22 Safety Observations were Commended, the following 2 were Coached/Re-instructed.

- Outlet was left uncovered after use.
- Box and tire chains were left in a walkway, creating a tripping hazard.

SAFETY CARDS

- Amy Willenberg, Karen Fowler, Rex Burger, Lindy Maslen, Maria Alvarez, Randy Vosberg-Safe winter driving, keeping our kids and staff safe!
- Samantha Shaw-lifting heavy supplies correctly.

OTHER

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

Injuries

- Staff fell on ice, resulted in a SAIF claim
- Punctured finger due to hidden toothpick
- Staff injury due to table being tipped over in the classroom
- Staff injury due to tripping hazard

Near Misses

Property/Equipment Damage

3. SAFETY MEETING REPORTS FROM SCHOOLS

- A.C. Houghton-rec'd Feb 2017 minutes; reminders to shut doors during fire drills and electrical cords should not be plugged one into another and another.

4. NEW BUSINESS

- Safety Committee Elections!
 - President-Ruby Anderson
 - V. President-Herb Eckstrom
 - Secretary-Katherine Harris

5. CENTERS SAFETY CONCERNS

The next meeting is scheduled for April 21, 2017; 8:30 am at the Main Office.