

**SAFETY MEETING MINUTES**  
**5/16/14**

**Members in Attendance:**

Carol Vandeman	Deborah McDonald	Jayne Dewees	Dan Daltoso
Kim Montague	Amy Hendrix	Herb Ekstrom	Norma Jaime

**1. OLD BUSINESS:**

**REVIEW OF SAFETY OBSERVATION FORMS**

Safety committee received 32 safety observation forms; 30 commended, 2 coached and encouraged or reinstructed. Activities that were reinstructed or coached and encouraged included:

When walking with children in a line, lead them from the front of the line.

When team lifting, arrange yourselves so that no one is walking backwards.

**SAFETY CARDS**

Tavy Townsend for using proper equipment, using a ladder.

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

No incident reports or SAIF claims!!

Due to the recent winds, a tree at Highland split, revealing rotten wood inside.

Fuel pump in the Traveling Preschool bus exploded in the fuel tank. No injuries.

**3. SAFETY MEETING REPORTS FROM SCHOOLS**

Sam Boardman submitted minutes. No pressing issues.

**4. NEW BUSINESS**

Elevated work stations were discussed at the March Safety Meeting. The agency has purchased two work stations and they are being trialed.

**5. CENTERS SAFETY CONCERNS**

A suggestion was made to provide a way to prop open toy shed doors when the wind is blowing and staff are trying to open the door, access stored equipment and keep kids out of the way. Herb and Penny will be working on this.

*The next meeting is scheduled for June 19; 8:30 am at the Main Office.  
Come join us! We're friendly. And safe.*