

SAFETY MEETING MINUTES

1/18/13

Members in Attendance:

Carol Vandeman	Penny Gibbs	Kim Montague	Herb Ekstrom
Dan Daltoso	Tzi Tzi de la Fuente	Ruby Anderson	Jayne Dewees
Chelle Hankinson	Deborah McDonald		

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

Safety committee reviewed safety observation forms. 21 new observations for this month, 17 were commended, 4 were coached/encouraged or reinstructed.

SAFETY CARDS

There were two new Safety Cards this month. One for Samantha Shaw for correcting a falling hazard and one for the Victory Square staff for having correct bleach solutions in all classrooms during the last Health & Safety Monitor. Herb reminded the group that there are Safety Cards available at each center for staff to submit. If your center is out of cards, please contact Penny Gibbs.

FOLLOW UP FROM PREVIOUS MEETING

Boardman CDC Shed – The new steps are installed, but need to be made wider for safety.

Gate Signs – The correct signs have arrived and have been hung at Highland, Irrigon, Boardman and Umatilla.

Composting – Chelle a plan for composting and gardening with the group. She shared that the plans will be going to the next Admin meeting for approval. She also mentioned that she is working on a new grant for gardening. Chelle shared that Starla felt that the Child Care Licensing Division would say that composting bins should not be open and accessible to children. Admin will take this into consideration. The Safety Committee unanimously supports composting in enclosed containers at our facilities.

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

Carol shared that we received our two new buses; one had a scratch on the bumper when it arrived.

3. SAFETY MEETING REPORTS FROM SCHOOLS

Kim shared reports:

Irrigon – Discussed all facility Fire Drill Evacuations and working on Emergency Preparedness Drills. They also discussed grading the parking lot.

Sam Boardman – Shelter in Place Drills

NEW BUSINESS

Penny shared that there is an issue with mixing Bleach solutions at the centers. We are using new pumps that measure out the correct amount of bleach for each solution. Manufacturers are making bleach stronger (up to 8%) and it is affecting the bleach solutions causing them to be too strong. Also, there is bleach out there that only contains 2.75% bleach and it is causing the mixtures to be too weak. The Operations staff will be working with Team Leaders and Site Supervisors to ensure that staff are only buying bleach that is unscented, not thickened and brands that contain 6% bleach.

Questions arose about head lice on the bus. Carol inquired if bleach will kill head lice. Lysol should not be used on the bus. Penny will follow up with Amy on bleach and head lice. (After the meeting, Amy confirmed that bleach does not kill head lice.)

Safe Communities Meeting

Kim shared that there will be a Safe Driving Class at the Hospital. Kim will be sending out an email to all staff to share this information.

4. CENTERS SAFETY CONCERNS

Umatilla – Tzi Tzi suggested that sites remind staff to pick up after themselves. A sharp kitchen knife was found on the meeting room counter in Umatilla during a Facility Monitor.

The next meeting is scheduled for February 22, 2013 at the Hermiston Main Office.