

SAFETY MEETING MINUTES

3/15/13

Members in Attendance:

Carol Vandeman	Penny Gibbs	Kim Montague	Herb Ekstrom
Dan Daltoso	Tzi Tzi de la Fuente	Ruby Anderson	Jayne Dewees
Deborah McDonald	Jenny Walker	Aaron Treadwell	Amy Hendrix

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

Safety committee reviewed safety observation forms. 31 new observations for this month, 26 were commended, 4 were coached/encouraged or reinstructed, and one was a duplicate report.

SAFETY CARDS

There three new safety cards submitted this month. Amy – helping in combo class, Debbie – helping with hand washing, April – riding the bus.

A question was raised about volunteers being allowed to diaper children if they are actually an employee of UMCHS, Inc. in another capacity. Aaron explained that diapering is a classroom staff responsibility and volunteers should be assisting in other areas. We still have to follow protocol when staff volunteer their time to the agency in another capacity.

FOLLOW UP FROM PREVIOUS MEETING

Boardman CDC – Visitors checking in: Deborah reported that they have not had any more issues with this. They have turned the door chime back on so that they are alerted anytime a door in either building is opened.

Bus Barn – Locks – Herb reported that the locks on the bus barn have been changed.

Highland – Drive through – Jenny reported that they haven't implemented using the cones yet, as they have not figured out how to put the cones out and pick them up before the bus comes. They are still brainstorming how to get this process in place. She did report that there have not been any issues recently.

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

Aaron reported that we have had one injury report. A bus driver slipped and fell on the bus steps and hurt their leg. The driver went to the hospital for treatment, was off the job one day and is now back to work.

Penny reported that the White Van in Pendleton was tagged with Graffiti on the body and the window. It was able to be removed by a local detail company for \$25.00.

Penny also reported that the Silver Highlander was hit at some time in the last few weeks. There is a large scratch on the bumper on the driver's side with residual white paint. Carol will be getting an estimate for repairs.

3. SAFETY MEETING REPORTS FROM SCHOOLS

Kim shared reports from Milton-Freewater as this is the only report she had received at the time of the meeting.

NEW BUSINESS

Election of Officers:

It was moved and seconded that Jenny Walker becomes the Secretary. The motion passed. It was moved and seconded that Herb Ekstrom becomes the Vice Chairperson. The motion passed. It was moved and seconded that Ruby Anderson becomes the Chairperson. The motion passed. Newly elected officers will be effective April 1, 2013.

Highland

Jenny shared that earlier in the week 5 police cars were at a house down the street from the Highland center. There were people in handcuffs on the curb when they took the children outside to play. She reported that after the incident, staff heard that one of the people had a gun. She stated that the center was not notified that there was a threat in the area. Jenny did say that they did not feel there was a safety concern by the time the kids went outside, as the Police had the situation under control. Penny stated that she would follow up with the Police Department to see what she could find out about the situation. A discussion ensued about the house and that it may be affiliated with drug sales and/or use.

A question was posed if Head Start falls into the category of a school for the laws about selling drugs within 1000 feet of a school. Penny stated that she did not know the answer to this question, but would follow up to find out.

Penny reminded the group that staff could take the kids inside and go into lock down at any time they felt there was an emanate threat in the area of the school.

The next meeting is scheduled for April 19, 2013 at the Hermiston Main Office.