

SAFETY MEETING MINUTES

1/16/2015

Members in Attendance:

Penny Gibbs, Kim Montague, Deborah McDonald, Jayne Dewees, Norma Jaime, Katherine Harris, Herb Ekstrom, Ruby Anderson, Janet Stuart, Deborah Wilson and Daniel Daltoso.

1. OLD BUSINESS:

REVIEW OF SAFETY OBSERVATION FORMS

43 Safety Observations were received-36 commended, 7 were coached/re-instructed on the following topics:

- *When outside, please use the steps/stairs rather than the grass hill which can be slick
- *Please keep all four legs of chair on the ground, no tipping.
- *Please be sure to close file cabinet drawers to avoid tipping hazard
- *Using a step stool for child to turn off light to signal transition instead of lifting the child
- *During fire and safety drills, please avoid running through the posted “fire”.
- *Please be sure mix bleach sanitizers/disinfectants in a timely manner
- *Suggestion was made to create a list for items to check during the Outdoor Sweep

SAFETY CARDS

3 Safety Cards

Jayne Dewees—flagging traffic while bus was broken down
Estela Saucedo—hanging items from ceiling in safe way
Jessi Edwards—cleaning up spills to prevent falls

OTHER

Penny received information on operation of kitchens with gas ranges/electric hoods during power outages. Penny to email instructions to team leaders.

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

No recent staff injuries
4 child injuries

3. SAFETY MEETING REPORTS FROM SCHOOLS

Irrigon—Dec minutes. Walkway between buildings is too dark at night; lights will be purchased and installed. Concern about coats being piled on stage and potential for head lice.

4. NEW BUSINESS

Bus, loaded with children for the dark trip home at end of day, broke down in the middle of the road and had no power or lights. Bus driver exited bus to help manage traffic but needed more visibility. Passing vehicle offered a reflective vest to wear. Safety committee supports each bus having a reflective vest to improve their visibility during these traffic emergencies. Penny is following up.

5. CENTERS SAFETY CONCERNS

Boardman shed door shuts when it is open and it is windy.

There is no ramp at Victory Square for wheelchair but it does now have a door bell for assistance.

*The next meeting is scheduled for February 20, 2015; 8:30 am at the Main Office.
Come join us!*