

Jackson County Safety Committee Meeting February 01, 2019

Attendance: Elida Cabrera, Diana Bordner, Katie Smith, Karen Wolters, Stacey Daniszewski, Hannah Reinhardt, Caitlin Fernandez, Patty Gutierrez, Steve Kruchoski, Katie Smith, Ally ryals, Melodee Sewell, Lori Henderson, Carrie Grimes, Renee Daniels, Alissa Podesta, Amber Weathers, Ian Hochestrasser

Laurie called meeting to order at 1:05

Accepted meeting minutes from the previous meeting.

Accident/Near Miss:

1. Steam burnt arm while reaching over a pot.
2. Startled staff member dropped table on foot.
3. Student scratched teacher
4. Scratch by child
5. Twisted knee while stepping from surface to another on playground
6. Student threw large block container at teacher who blocked with arm
7. Student threw child sized couch at teacher who used forearm to deflect
8. Ran into wooden shelf attached to the wall.
9. Staff members arm was squeezed and scratched by child.

Action Items:

1. Orchard Hill; the shelf needs to be taken down. Katie will ask Natalie to talk to the school about taking it down.
2. Everyone will bring in the facility binder, if they have one, to next meeting.
3. Laurie will make new binder covers and get new binders for the facility binder

Center Safety Concerns:

1. EP; Denise will send in a work order for the border of the sand box.
2. EHS ABC; New floors are very slippery, working on getting rugs for the classroom.
3. HLS; Toilet tank cover was broken last week.
4. RR; A child gate needs to be added in addition to the accordion door since the room isn't child proofed.
5. FTL; Sand cover needs to be replaced & slippery grass.
6. OH; child walked in on a staff member using a restroom because there isn't a lock on the bathroom door; Solution: Put a child proof doorknob on the outside door handle of the bathroom.

7. Ants are becoming a problem again: try to find where they are coming in and use a solution of soap and water as well as keeping the area clean.

Differences between minor, major and near misses:

1. Near miss is something that doesn't make contact with your body. Usually requires a maintenance request to be fixed as it is a safety hazard.
2. If it's something that cannot be problem solved (like child behavior) and it did not injure and did not require first aid, there doesn't necessarily have to be an incident report. Child behaviors need to be documented in SHINE.
3. Someone from SAIF will come in and do a training with AM & CM's on reporting and workers compensation.

Feedback of new safety checklist:

1. Remove "cups are always accessible; Suggestion of putting "Cups are available as needed" on it.
2. Children not having access to staplers will be taken out.

Safety Committee Binder Revamp

Table of Contents, tabs, and Jan-Dec tabs were distributed. Resources shared with the Center team on staff safety will be placed in the corresponding month's tab, so you can look back and see what resource was shared during monthly team meetings.

Facility Binder Revamp

Laurie shared her idea of reorganizing the Facility binder since the current one is outdated and obsolete. The Operations team agreed to allow Laurie to move forward with a complete revamp. Most facility information is stored electronically by Ashley Clayton. The new Facility Binder will be used to keep important documents that OCC and SOHS auditors need to see.

Binders that will soon be phased out: Center Safety Binder, and the Safety Data Sheet Binder.



During Center Team Meetings, currently there are 3 sign in sheets. It is being proposed that the Center Team Meeting Agenda include the title of the Child Safety Training topic (written on the agenda), and the title of the Staff Safety Training topic, also simply hand written on the agenda. This way, there is no need to have two additional sign in sheets. The actual resource for both training topics are in their respective binders (Safety Committee Binder & the Child Safety Training Binder) if someone needed to see proof of the actual resource shared. This eliminates

the need to keep a record of all center safety trainings in the Center Safety Binder thus eliminating a binder. The SDS will be updated soon. OSHA states we can have the SDS on the website and do not need a hard copy in every center.

Review of action items:

1. Laurie and Jonnie will look into apron alternatives- **on going**
2. Laurie will bring suggestions for preventing injuries to supervisors. **–To be done next week with directors.**

Meeting evaluation:

	
Everyone was engaged	More table space
Time keeping	U shaped so everyone can see the screen

Laurie will meet with Josephine County Reps Friday February 8th, 2019.

Next Jackson county Meeting is March 1st, 2019.

Meeting concluded at 2:48

Submitted by:

Jonnie Cox

Operations & Procurement specialist