

Jackson County Safety Committee Meeting Minutes

December 7th, 2018

Present: Ian Hochstrasser, Bliss Wilson, Karen Wolters, Renee Daniels, Ian Larson, Ally R, Katie Smith, Laura Lakavage, Hannah Reinhardt, Melodee Sewell, Diana Borchert, Amber Weathers, Lori Henderson, Carrie Grimes, Michael Jay, Caitlin Fernandez, Laurie Hester

Laurie called meeting to order at 1:02

Accepted meeting minutes from the previous meeting.

Accident/Near Miss:

1. Tripped over children's legs in circle time.
2. Child tripped and fell while walking across grass holding a scooter board and hit mouth.
3. Child jumped and hit employee in the jaw with their head.
4. Strained left knee running after a child that went out the front door.
5. Child threw a chair and teacher blocked
6. Child bit employee.
7. Parent running with children on playground and tripped.
8. Kicked ball and slipped. Hand and shoulder were sore.

Center Safety Concerns:

1. **ABC:** Security Concerns. Only one camera feed to the back of people instead of face.
 - a. A plant that was in the room, Craton. On the approved list but is possibly toxic.
2. **Wilson:** Everyone has to enter through playground. Security concern, although the center door remains locked.
3. **EHS ABC:** Kids are slipping on gravel that is overflowing onto padded tiles.
 - a. Laurie recommends to put in work request with picture for the gravel
 - b. Concerns about children running into pole.
4. **SV:** Boxes are holding up desk in office instead of brackets. A work order was placed. Laurie recommended submitting a picture also.
 - a. Clarification on sanitizing tables: Clean table with soap/water, use Oxivir spray, let it sit for a minute, then water rinse. Can use one rag a day in a bucket of water to remove Oxivir residue.
 - i. Laurie is working on getting a different sanitizer approved to replace the Oxivir that does not require a water rinse. The sanitation committee will explore other options that sanitize effectively and meet Oregon Health Authority requirements, is not costly, is not as labor intensive, and does not pose a risk to children.
 - ii. **WCY:** Need new, and more, mop heads to help eliminate odors.
 - b. Suggested to put in a bucket with a lid until they can be washed.
5. **HLS:** Security concerns due to the peep hole in door instead of having a window. You can't always see the person through the peep hole.

6. **OHL:** Safety concerns. Currently there are no locked doors to the Elementary School or the center classroom.
7. **Caitlin:** Incident reporting should be showing higher numbers. It appears that only a couple of centers are submitting incident reports. Reps need to make sure centers are reporting employee near misses, employee injuries, and child injuries that require medical care.

Notes from Michael Jay:

1. Reminder that you have to have your ID (Name badge) on your person at all times. EHS staff can place their ID badge in their apron pocket.
2. Playground woodchips are approved by the state. Wood chips are in route to centers, Maintenance deliver these in-house instead of having them delivered; we save a lot of \$\$\$\$\$, but it does cause delays.
 - a. Reminder to rake the woodchips in high traffic areas.
 - b. By the middle of next month all sites should have woodchips and sand.
3. If there is snow on the ground school will be delayed or cancelled.
 - a. Our website will have closure updates. We also follow the related school districts closures/delays.
4. Spinners will be replaced with an age appropriate version slowly,
 - a. Goal is to have all playgrounds updated by 2020
 - i. You can look up Consumer Products Safety Commission playground handbook online to see the safety regulations of playgrounds.
 - ii. South Medford's playground will be revamped next summer (2019).

Review of Previous Meeting Action items:

1. Bathroom policies: Children HAVE to be within sight and sound 100% of the time. You can be viewing feet, a shadow through a curtain, or head.
2. Caitlin put signs up at the centers who needed to dump water down the drain. If you know your center needs one let Caitlin know.
3. Laurie has found an option to test a device for wiping tables without bending over.
4. Caitlin has emailed the safety rep the action plan for incidents that have happened so far.

Action Items:

1. Laurie will come look at the poles on EHS ABC on the playground to see about getting padding put on it.
2. Laurie will talk to Stacy and Katherine about creating a "cheat sheet" regarding when someone other than a Teacher can be alone with children. Staff here today were getting mixed messages on this.
3. Laurie will be checking on elementary school's policies for cougar sightings
4. Jonnie Will call about the trash cans at Eagle Point

5. Caitlin will add an “other” to the list on the incident report to the nature of injury.
6. Everyone will complete the Exit Checklist at their center(s) Laurie handed out before next meeting.
7. Laurie will look at the ABC, Wilson, OH, and Hillside security systems and report back to Michael about any concerns.

Meeting evaluation:

	
Less people, more time to talk	Agenda was off by 11 minutes—need timekeeper
Bigger conference room, more space	
No technology for issues to occur	
Less Lull time	

Laurie will meet with Josephine County Reps next Friday, 12/14.

Next Jackson county Meeting is January 11,2019

Meeting concluded at 3:11

Submitted by:

Jonnie Cox

Operations & Procurement specialist