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SOCP SAFETY COMMITTEE

Meeting Minutes – December 2011 & January 2012

Present: Mark Spiker; Lyn Hickman; Matt Orser; Dawn Taylor; Mike Chase; and Richard Martinez

Absent: David Boes; Dianna Deless; and Ralph Quintana

The meeting was called to order at 1:11 p.m. by Lyn Hickman.

December 2011 Notes:

1. Summary of Injury Report for November 14, 2011 – December 11, 2011 was reviewed and discussed. There were a total of **23** incidents – **17** were caused by Behavior Management; **1** was caused by Fall Prevention; and **5** – by Other. Thirteen (13) of these incidents resulted in the filing of an 801 with SAIF Corporation.

RECOMMENDATIONS: None

2. Review of Vehicle Accidents –

Tigard – Employee was on her way to the Tigard Library with client. Employee looked down to change the radio station and ran into the car in front of her.

RECOMMENDATIONS: None, Site Manager had a discussion with the employee about not taking eyes off the road and focusing on driving. This was done to the satisfaction of the Safety Committee.

Oak Street – Employee took a client to a parade in Junction City. When the employee was backing out of the parking space employee backed up into the vehicle and broke the license plate cover. The owner of the other vehicle was not available so employee left a note on the windshield regarding what happened and whom to contact.

RECOMMENDATIONS: None, Site Manager had a discussion with the employee about leaving adequate space between vehicles when parallel parking and to use a spotter if available. This was done to the satisfaction of the Safety Committee.

3. Review of Safety Checklist inspections for November 2011. Twenty-two (22) homes submitted their safety checklists. Discovery, Forsythia, Gath and Hampden did not submit their monthly checklist; Hawthorne closed for remodel.

There were a total of **18** deficiencies were noted: **3** – All light working; **1** – No bee/wasp/hornet nests; **1** – Knives, scissors, etc., stored correctly; **2** – Other (bedroom floor ripped; dish washer mounts loose); **1** – Outlet/switch cover plates intact; **1** – Other (door bell cover broken); **1** – Dryer and furnace filters are clean; **1** – Exit lights are working; **1** – Exhaust fans are clean and operational; **1** – Flashlights working and available on each floor/side; **1** – Ladder’s top step labeled “Not Step”; **2** – Check fences/gates for repair; **1** – Other (Outside faucet leaking); and **1** – No rough/sharp edges on adaptive equipment.

RECOMMENDATIONS: None

January 2012 Notes:

1. Summary of Injury Report for December 12, 2011 – January 22, 2012 was reviewed and discussed. There were a total of **30** incidents – **1** – was caused by Lift/Transfer; **20** were caused by Behavior Management; **5** were caused by Fall Prevention; and **4** – by Other. Eighteen (18) of these incidents resulted in the filing of an 801 with SAIF Corporation.

RECOMMENDATIONS: None

2. Review of Vehicle Accidents –

Eliot – Employee had returned from taking clients to an outing in Portland. When employee pulled into Eliot parking lot employee clipped the yard crew trailer. There was no damage to the trailer but the van had a 2”x6” scratch/dent.

RECOMMENDATIONS: None, Site Manager had a discussion with the employee about making sure there is enough clearance before coming into the parking lot. If there is not enough clearance employee is to park elsewhere until other vehicle moves. This was done to the satisfaction of the Safety Committee.

Hawthorne – Employee was grocery shopping for the group homes at Walmart and when she came out to the car to unload the groceries, she noticed a dent on the driver’s side of the bumper.

RECOMMENDATIONS: None

3. Review of Safety Checklist inspections for December 2011. Twenty-four (24) homes submitted their safety checklists. Forsythia and River Road did not submit their monthly checklist; Hawthorne closed for remodel.

There were a total of **5** deficiencies were noted: **1** – No trip hazards present inside or outside; **1** – All light working; **1** – Outlet/switch cover plates intact; **1** – Other (light fixture needs fixing); and **1** – No rough/sharp edges on adaptive equipment.

RECOMMENDATIONS: None

4. Old Business – None
5. New Business –

The meeting was adjourned at 2:30 p.m.

Attachments