

**PLEASE POST**  
SOCP SAFETY COMMITTEE  
Meeting Minutes – May 24 2012

Present: Mike Chase; Dianna Deless; Paula Kennedy; Matt Orser; Michelle Patton; Ralph Quintana  
Absent: David Boes; Mark Spiker; Lyn Hickman; Dawn Taylor

The meeting was called to order at 1:00 p.m. by Michelle Patton.  
The meeting was adjourned at 2:15pm.

1. Summary of Injury Report for April 26, 2012 – May 24, 2012 was reviewed and discussed. There were a total of **20** incidents – **14** were caused by Behavior Management; **3** were caused by Door/Furniture issues; and **3** were caused by Uneven surface/Elevation. **Eleven (11)** of these incidents resulted in the filing of an 801 with SAIF Corporation.

**RECOMMENDATIONS:**

New report was passed around that shows more complete information on injuries. A summary of each claim in the staffs “own words” was also passed around. It was noted that for easier reading it would be nice to have a reference from one document to the other. Michelle advised that she will add the “Case #” to the summary.

2. Review of Vehicle Accidents – NO vehicle accidents to review!
3. Review of Safety Checklist inspections for May 2012. Not all houses have been submitting the checklists. This month as of the date of the meeting; 12 deficiencies were noted.

**RECOMMENDATIONS:**

It was advised that all Safety Representatives ensure the checklists are provided for the houses that are assigned to them. Michelle also noted that the checklist has changed and we are still receiving outdated forms. Need to make sure all houses are using the most current form. It would be best if all houses submitted these checklists by the 15<sup>th</sup> of the month so Central Safety can review the current month deficiencies and not previous months.

#### 4. New Business –

- Michelle discussed OSHA visit at Jody. Advised all members to go back to houses and check for mold and clean or if too severe to report it as a work order to Elaine Stauffer.
- Discussed reassigning houses as recent house closures have moved staff around. Michelle will print out new signs and send to houses for posting. Present members discussed current structure and reassigned houses:
  - Michelle Patton – Central Office (no change)
  - Mike Chase – Discovery/Hampden (no change)
    - Michelle Patton and Mike Chase to support each other's homes/areas
  - Dawn Taylor – Jody Place/Oak St/Weirich
    - Dawn to continue to support Tigard until closure
  - David Boes – River Rd/Martha Ct/Forsythia
    - Dawn Taylor and David Boes to support each other's homes
  - Ralph Quintana – Gath/Macleay/Turner (no change)
  - Dianna Deless – Milton/Cade/ Shoreline (until closure)
    - Diana Deless and Ralph Quintana to support each other's homes
  - Mark Spiker – Halsey/James/Charles
  - Matt Orser – Madison/Hawthorne/Ina/Brooks
    - Mark Spiker and Matt Orser to support each other's homes
  - Eliot Houses to have own meeting with Paula Kennedy reporting to Central Safety
    - Michelle Patton to provide support to Eliot's as needed
- Current meeting is during days off for several staff. Discussed new time for meetings and all agreed that the 4<sup>th</sup> Wednesday @ 1:00 pm is a better time for the meeting. Michelle will notify members that were not at the meeting of change.
- Diane brought concerns/issues from Milton:
  - Would like Body Armor/Head cover and safety gloves/glasses to use with a client.
    - Recommendation: Michelle advised to find out if the bite sleeves would be better as they are easier to use. Advised gloves and sleeves can be ordered by contacting Barbara Cochran. Product currently used is called HexArmor.
  - There is no generator to back up the maglocked house. Recently lost power and house was unlocked. All staff stood by doors until power came back on.
    - Recommendation: Has Elaine Stauffer been notified? Put a work order in so she can address. Michelle checked with Elaine after the meeting and the generator from Shoreline will be brought to the house when Shoreline closes in July

- Outside gate needs a safety light
  - Recommendation: Put work order into Elaine Stauffer. Michelle checked with Elaine after the meeting and housing will be installing the light.
- Exhaust fan in kitchen doesn't work. The switch on the wall gets hot when left on.
  - Recommendation: Put work order into Elaine Stauffer. Michelle checked with Elaine after the meeting and housing is going to be replacing the entire range hood.
- Matt Orser brought up some concerns:
  - With the more active/younger clients we are seeing an increase in injuries due to behaviors. Matt asked if we could look at changes to OIS techniques and perhaps bring back "Mat technique" or other OIA type holds.
    - Recommendation: Michelle advised she would discuss at managers meeting and bring an answer back to committee at next meeting.
  - Hawthorne:
    - Screws were placed in the wall every foot. These can injure staff during wall holds. Can they be removed?
    - Bathroom is designed so there is a little alcove where a client can hide and jump out to injure staff.
    - Gate outside at back entrance is not locked, they park a van against the fence.
    - Work tools are laying around and not picked up or kept secure. Clients have access to them.
    - Windows have a ledge on them that will allow clients to force them up and use as a weapon.
      - Recommendation: Michelle will discuss at managers meeting and bring response to next safety meeting.
- Safety Committee Training – Michelle discussed all members of Central Safety need to be trained in hazard identification. She will set up training (online) and all will need to complete.
- Bio-Hazard pick up – When they have "red bags" with bio-hazard inside, can they throw it in the regular garbage?
  - Recommendation: Michelle advised they can not put this in with regular garbage. Each county/house will have need to have a disposal protocol in place. She will check into where they can take to dispose of and bring to next meeting. Also mentioned that all houses should have the dissolvable laundry bags to wash items that have blood on them. These bags can be ordered through Rockwest.