

PLEASE POST
SOCP SAFETY COMMITTEE
Meeting Minutes – July 25, 2012

Present: Matt Orser; Michelle Patton; Dianna Deless; Ralph Quintana
Absent: David Boes-excused; Mike Chase-excused; Paula Kennedy-excused

- I. Call to order:
 - a. The meeting was called to order at 1:05 p.m. by Michelle Patton.
- II. Summary of Injury Report for January 1-July25 was reviewed and discussed. Michelle wanted all members to see where we are in entirety mid-way through the year. Michelle advised we will be back to “normal” process next month.
- III. Review of Vehicle Accidents – NO vehicle accidents to review!
- IV. Review of Safety Checklist inspections for July 2012. Houses are not turning in the Safety Checklists as they should. Reminder at next “All Managers” meeting regarding this.
- V. Old Business
 - a. Madison – Matt Orser had stated that Madison’s generator does not lock mag locks. It does not have enough power.
 - i. Michelle notified Elaine. Cessco is scheduled to come out and perform service and check to see if power is adequate.
- VI. New Business
 - a. Hawthorne – Matt Orser brought the following issues for that house:
 - i. When you are on “RG’s” side of the house that you can’t hear the alarm very well.
 1. Recommend a second alarm located in the Kitchen so you can hear the alarm better
 - ii. Bite Equipment – Staff would like gloves and sleeves for dealing with aggressive clients
 1. Advised to have Site Manager (Krystal) contact Barbara Cochran and she will order them
 - iii. Construction Equipment is being left outside. Items include Dowels, screws, full doors and extra metal for door frames.
 1. Michelle will advise Elaine so she can pass the concern onto housing and remind workers to pick-up and “pack out”.
 - b. Milton – Diane Deless brought the following issues for the house:
 - i. Generator – still do not have one

1. Michelle advised they are still scheduled to receive Shorelines Generator.
 - ii. Bite Equipment – Still would like to have some gloves. They have sleeves but only one size of gloves and not everyone fits them.
 1. Michelle recommended for the Site Manager to contact Barbara and she will order
- c. OSHA – Hawthorne
 - i. Michelle discussed recent visit at Hawthorne and the response that was sent.
 - ii. Matt expressed concerns that aggressive client doesn't seem to be getting better. Michelle discussed that his GER's are not as frequent as before. Matt expressed that he thinks parents are a big escalation. Michelle advised she would pass this along to Management Team.
- d. Members – two openings currently.
 - i. The committee has received a request to be part of the committee from Jason Benson @ Halsey House
 - ii. Matt Orser recommended Steve Goode from Weirich house to represent Lebanon area.
 - iii. Final issue is “manager/represented staff” ratio. One more manager is needed to balance the committee.
 1. Discussed moving Paula Kennedy to focus directly on Nursing.
 2. Add Tessa Samarin to cover all Eliot houses.
 - iv. Committee members chose to vote for President. Matt Orser was nominated and approved for President of Safety Committee. Vice President will be voted on at next meeting.
- e. Policy review – Committee reviewed current Safety Committee policy
 - i. Michelle will ensure that all OAR references are accurate
 - ii. All agree current policy is ok with minor change on page 2 under Site Manager, bullet point 4. This will be removed as it is duplicated.
- f. Training – as part of the “Safety Committee and Program” (5.001) we are required to perform Safety Committee training. Michelle will set up training for all members. This will likely be during the September meeting.

VII. Adjournment

- a. The meeting was adjourned at 2:15pm.
- b. Next meeting August 22, 2012 at 1:00 pm at Central Administration