

**PLEASE POST**  
SOCP SAFETY COMMITTEE  
Meeting Minutes – April 24, 2013

Present: Matt Orser, David Boes, David Chung, Diana Deless, Paula Kennedy, Michelle Patton, Bill Tellez, Maggie Whitefeather, Michael Wood, Jerry Foultnr  
Absent: David Anderson, Tessa Baston, Jason Benson, Mike Padilla, Sue Riddel, Scott Taylor

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- I. Call to order @ 1:00 pm
- II. Welcome New members
- III. Old Business
  - a. Milton road is still an issue. Matt is going to try and contact City of Salem and see if he can obtain a contact to speak with.
- IV. New Business:
  - a. Introduction of Jana Mclellan, SOCP Director.
  - b. Staffing levels are still of concern – Will be discussed at Large Labor Management meeting.
  - c. Safety Office and Safety Representative at Central Safety Committee should be same person.
    - i. Michelle will send email to Site Manager (Cc to Program Manager) and ask for alignment to happen by May 15, 2013.
  - d. Committee members are part of “Vehicle Accident Review” and need to ensure pictures are taken of damage to vehicles and sent to Michelle. They are SOCP representatives when it comes to claims within the agency.
  - e. Safety Committee Training will be held next meeting, May 29. Plan for 2 hours.
    - i. Can this be mandatory to ensure everyone shows up? Michelle will check with HR.
  - f. Cameras – All cameras at the houses should be available to staff at all times. This is not only for substantiated abuse claims but for other accidents that happen at the house when the manager is not available.
  - g. Updated list of committee members requested:
    - i. Michelle sending updated list with Safety Minutes to houses.
- V. Adjournment 2:10 pm
  - a. Next meeting May 29, 2013 1:00pm Central Office – **2 HOUR MEETING!**