



## **Safety Committee Minutes**

Wednesday August 8, 2018

11:00am at SHC

Members present: Katie Rochon, Mike Pratt, Megan Pleli, Amy Swenson, Lisa Claesson-Gordon, Rachel Radtke, Anders Lunde

Members absent: Julie Miller

- 1) Approve minutes
  - a) Approved
- 2) Adjustments to agenda
  - a) No adjustments
- 3) Employee incident reports
  - a) Reviewed (3 near misses)
- 4) Budget - Requests, Invoices, Govs Conference (10 min)
  - a) Amy passed around a copy of the current budget (~\$2416)
  - b) The committee discussed whether the Governor's Conference is a valuable training tool and whether someone should attend every year. The option to attend every other year, when the conference is held in Western Washington, was discussed.
  - c) On the
- 5) Facility Inspections – review calendar
  - a) Mike reminded the committee of the importance of completing the facility inspections on time.
- 6) Review APP
  - a) Not reviewed
- 7) AEDs Update –
  - a) Megan explained that the Safety committee had created an AED subcommittee because leadership wanted to have a priority list for locations. The district is unable to place AED's in every park, so the leadership team would like the committee to examine where the most participants are and those furthest from help. Megan spoke with program managers about priorities.
  - b) Committee discussed whether to place AED's outside for easier access. Mike Pratt is hesitant to do so due to the recent increased vandalism in the parks.
  - c) Bainbridge Island Little League has purchased AED's, yet Dan is concerned with who is maintaining them.

- d) Katie asked if the district is liable for the AED's if they are on park district property.
- e) Julie suggested contacting a professional organization for advice on where to place the AED's.

8) SDS Sheets (MSDS)

- a) Mike asked committee for approval to pay for the SDS sheets for one more year. Cost is \$400. Discussion followed regarding what the SDS sheets are used for, who can access them and how to access them.
- b) Megan explained that it is an OSHA requirement.
- c) Megan suggested we renew for one more year and research a new company for next year.
- d) The committee approved the renewal of the SDS sheets.

9) Future Meetings Business Items

- a) Finish discussion on APP section 3 and heat stress
- b) Active shooter/emergency incident procedures/drill
- c) Safe Personnel
- d) SDS Sheets

10) Next meeting September 12<sup>th</sup>, 11am to 12:30pm