



Safety Committee Minutes

Wednesday December 12, 2018

11:00am at SHC

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

Absent: Amy Swenson

- 1) Approve minutes
 - a) Approved
- 2) Adjustments to agenda
 - a) No adjustments
- 3) Employee incident reports
 - a) The committee discussed two incident reports.
- 4) Budget - Requests, Invoices (10 min)
 - a) There is \$2002.47 left in the 2018 budget. There was discussion about how to spend the remaining balance. Megan put forth a motion to purchase a trainer for the new Rotary AED donations and a pack of four "Big Red Dummy" CPR Manikins to use for training staff. The dummies offer real time feedback on compression depth, compression rate and recoil. Motion approval was pending dependent on cost of the manikins and trainer.
 - b) The motion was approved by the committee after the meeting via telephone and email once we received notice that the purchase price for the Manikins would be less than \$2000.
 - c) The committee discussed booking the annual hearing test for 2019. There was discussion on whether to continue with the test if employees are not taking advantage of the test. The committee agreed to schedule the test, move it to a more central location and discuss the possibility of having the test every other year depending on employee turn out in 2019.
- 5) Facility Inspections
 - a) Facility inspections must be completed by the end of the year.
- 6) AED update
 - a) The Rotary donations are not Zoll, which is what the district currently has however there is a backpack option that will be great for the vans and bus.
- 7) De-escalation training

- a) Katie spoke with the police officer regarding de-escalation training. The training they provide may be complimentary and lasts about one to two hours. The committee discussed offering training on two separate dates.
 - b) A motion was passed to offer de-escalation training for two separate sessions. One for full time staff and another for part time staff.
- 8) Review APP
- a) Sec 4. Ladders.Pg 1.General. Add “If ladder is damaged, missing parts or labels, please stop use immediately, remove from service and report to your supervisor”
 - b) Anders will review the welding section and report back at the next meeting.
 - c) Megan asked the committee if safety walk throughs are being done before the public access’ special events held in any building, facility or field ie: Winter Wonderland, mEGGa Hunt, Haunted Hayride, movies in the park and concerts in the park.
 - d) The safety committee is suggesting that a pre-event inspection form be created if one is not already being used.
 - e) The committee also discussed if there is an EAP for special events.
 - f) Mike informed the committee that the Bainbridge Island Fire Department would like to be notified before every special event, so they are aware.
 - g) The committee agreed that the APP time will be used during the next meeting to create a pre-inspection form and EAP for special events.
- 9) Next meeting January 9th, 11am to 12:30pm