

**Safety Committee
Minutes**

7/20/18

Purpose: The purpose of the WRC Safety Committee shall be to serve as an open forum for the discussion of topics and resolution of issues relative to the safety and health of employees and contract personnel, and to promote a strong commitment to safety among every person working within WRC communities.

Present: Ashley Buzard, Becky Henry, Dave Shoemaker, Donna Slater, Doug Wright, Faith Obrien, Julie Swonger, Keith Kemmer, Melissa Polito, Rick Snyder, Sherri Reno, Wendy Haws, Julie Swonger, Scott Flick

Guests:

Agenda Item	Discussion	Decision / Outcome	Follow-up
Review minutes of June 15, 2018		Motion made to approve June minutes made by Wendy Haws, Seconded by Sherri Reno. Motion carried.	
1) Review Incidents	MHC - 1, Nurse caught hand on latch plate on door from resident room - finger/hand swelled - Doctor looked at hand - no lost time - Maintenance looked at door with nothing out of ordinary 2. RN was assisted coworker with transfer of resident - twisted neck and r shoulder - near miss - resident did not bear weight and is hospice with assist of 2 (no longer with MHC) IHS 3. Employee was traveling client to client when they were rear ended at stop light on 07/02 - had bruise on knee and neck stiffness - no lost time. HO 4. 06/20 Resident aid was helping with transfer they twisted their knee was off for 7 days - reviewed proper body mechanics. LPC 5. 06/25 Resident aid pulled recliner over toe - near miss - did have proper footwear on - advised to have 2 people move furniture in future.		
2) Safety Inspections	HO - Unlabeled spray bottle on 2nd floor - removed, 1st floor had empty boxes in hall that were removed. EH - 07/19 Carpet had runners on both 1st & 2nd floors that were trimmed - everything else good.		
3) Corrective Actions/Employee Concerns			
4) Safety Improvements	MHC - Trip areas on sidewalks were highlighted as was edge of loading dock, crosswalks were painted- In Home parking lot repaired by landlord - on the 5th HO, 12th EH, 25th LPC and 26st RMT they had Fall Prevention training, safe lifting and transfer training.		
5) Special Projects	MHC - updating Emergency Reponse Plan		

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6) Next Meeting	Meeting adjourned at 9:30 am. Motion to adjourn meeting by Melissa Polito, seconded by Becky Henry. Next meeting is scheduled for Aug 17, 2018. Conference line: 1-712-451-0866 access code: 489632		