



Safety Committee Meeting Minutes/Agenda

Chairperson: Kyle Croy
Notetaker: Nicki Clubb
Attendees: Joe Belter, Kyle Croy, Rob Aton, Kristin Davis, Chelsea Clemens, John Atkinson, Shawn Warren, Michael Wolf, Nicki Clubb
Date: February 20, 2024
Curry County: 541-469-5017

OLD BUSINESS

The minutes of the January 16, 2024 meeting were unanimously approved.

NEW BUSINESS

DISCUSSION

- Nicki presented an updated Injury/Accident report form for non-employees, which the group reviewed. It was suggested to make it available on the website for online submission, with the option to click “submit” to email it to Nicki or Kyle.
 - Nicki will distribute the form to the group via email and coordinate with ITS to have it integrated into the website.
- Kyle announced that next month will involve hazard inspections, replacing our monthly meeting. The committee will reconvene in April.
 - Kyle will invite Tabitha from ITS to join the Safety Committee meetings and discuss the possibility of her conducting hazard inspections in one of the buildings.
 - Shawn has updated the OCCI hazard inspection form template to remove redundant language and will begin utilizing the revised form starting next month.

ACCIDENTS AND NEAR MISSES

- A community member fell forward onto her head while reaching for the ball during a pickleball game, resulting in a head injury. Emergency services were called, and she was transported to the ER via ambulance.
- After a Community Choir class, a member slipped on mud while walking back to her car and fell on her right hip. This incident has been reported to PACE for review, and they are in contact with the individual to discuss next steps.
- During the placement of a storm grate, an employee's finger was crushed by the grate. Although they did not seek medical treatment, the individual is reported to be doing well.
- There was a report of a student burning their forearms while cooking. The incident involved significant burns from a hot pan while baking. The student has not yet completed an incident report. Shawn will ensure the student fills out the form and send it over to Nicki.

Next safety meeting is scheduled for April 16th, 2024 at 2:00 pm in Dellwood 21.