

# **Moose Lake Safety Committee**

## **Meeting Minutes**

06/23/21

1000 hrs

Type of Meeting: Quarterly Safety Committee Meeting per DCT Policy: 120-1060

Meeting Facilitator: Erin L Monroe

Invitees: John A Carlson, Michelle R Caron, David A Clanaugh, Samuel A Clark, Jay M Gerdes, Krista M Gilpin, Terry K Kneisel, Sara L Kulas, Chad A Mesojedec, Arthur R Miller, Bryan D Moe, Robin L Olson, Kathryn L Schesso, Peter W Steen

- I. Call to order
  - 1004 Hrs
- II. Roll call
  - John A Carlson, David A Clanaugh, Samuel A Clark, Jay M Gerdes, Krista M Gilpin, Bryan D Moe, Peter W Steen, Erin L Monroe
- III. Announcements
  - SharePoint updates
  - Job Hazard Assessments
  - Chemical Inventories
- IV. Approval of minutes from last meeting
  - David motion to approved; Krista seconded.
- V. Continued Business
  - **Subject:** Jay Gerdes requested information on fall protection for a small roof with a 10 ft drop; concerns of winter weather and needing to clean the roof off to ensure no one will be hurt
  - **Responsible person(s):** Erin L Monroe/Maintenance
  - **Action taken:** Fall protection needed on roofs where 4' rails are not present.
  - **03/09/21** - Erin visited the site to review. Drain inspection scheduled for next month. Erin will be present at that time to get a better idea of what is needed to be compliant.
  - **06/23/21** – Erin met with Joe M. about fall protection on the roof. He is actively researching different solutions to make all areas on the roof safer for employees.
- VI. Safety Inspections
  - No safety inspection completed. Audit was completed the 1<sup>st</sup> week of June.

## VII. Emergency Preparedness

### a) Fire Drills

- 1<sup>st</sup> Shift (2 drills completed)
- 3<sup>rd</sup> Shift (3 drills completed)
- No 2<sup>nd</sup> Shift drills completed

### b) Severe Weather Drills

- No report for the severe weather drill on 04/15/21
- Sam believes the drill occurred around 5PM as he was leaving for the day.

## VIII. Employee Injury Report

- 4/9/21: Client attacked SC after waking up from surgery.
- 4/14/21: Staff hit by door when food cart exited abruptly.
- 06/2/21: Staff injured ankle during emergency response drill.

## IX. Client Injury Report

- 35 client injuries reported via Phoenix. Notable injuries included:
  - \* 04/09/21: Client slipped and fell while working in the kitchen.
  - \* 04/10/21: Client sustain a laceration on his finger from a knife while working in the kitchen.
  - \* 04/21/21: Client cut his finger while working in the kitchen. Follow up email was sent to kitchen management.
  - \* 05/11/21: Client fell near the showers and was unresponsive for a period of time. Low blood sugar appears to have contributed to the fall.
  - \* 05/13/21: Client slipped and fell in the shower, causing him to lose consciousness shortly after.
  - \* 05/21/21: Client ingested food containing an ingredient he was highly allergic to.
  - \* 06/03/21: Client slipped and fell while using the restrooms.
  - \* 06/09/21: Client slipped and fell in the shower.
  - \* 06/09/21: Client had his finger slammed in a door.
  - \* 06/18/21: Client slipped and fell in the shower.
  - \* 06/18/21: Client slipped on water and fell hitting his head.

## X. Product/Equipment Recall

- No significant recalls to note.

## XI. Infection Control

TB latent infections being noted since switching from skin testing to blood testing. Health department has been notified. No cause for concern at this time.

### a) COVID Updates

- 0 new cases in several months!
- Clients at 90% vaccination rate
- Staff at 56% vaccination rate due to vaccine hesitation. *Erin requested to hear from staff via*

*email about their hesitancy to get the vaccine or what was the driving factor for getting the vaccine. She believes that maybe through personal explanations, we can help create an understanding of why staff vaccination rates are at 56%.*

**XII. New Business / Round Table**

- David: Burning ceremonies did occur on Saturday during heavy amounts of rain. No burning concerns. Policy is needed for future events to refer back to if we are under a red flag warning. *Erin informed David that management was encouraged to reach out to David about his ideas for the policy.*
- David: Clients are requesting to consume expired juice during burning ceremonies. *Erin discouraged the act and asked to look into the request further before making a determination.*
- John: As of June 30<sup>th</sup>, COVID leave ends. Those seeking additional support for vaccination reactions will be required to use personal time.
- Jay: The health services eye wash station has been installed w/ inspection tags. Will need to be flushed once a year if not used.
- Erin reviewed the JHA forms that are a DCT requirement as well as an OSHA standard. Safety Committee was tasked with submitting a task list for their departments that can be then used for JHA completion. A sample of a completed JHA will be sent to committee members for review.

**XIII. Adjournment – 1040PM**