

# **Moose Lake Safety Committee**

## **Meeting Minutes**

07/23/2020

1300 hrs

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

Meeting Facilitator: Erin L Monroe

Invitees: Terry K Kneisel, Sara L Kulas, ~~Nicole D Boder~~, Peter W Steen, Bryan D Moe, Keri A Ovsak, Michele R Caron, Arthur R Miller, ~~Chad A Mesojedee~~, John A Carlson, Jay M Gerdes, Krista L Gilpin, Steve F Sayovitz, David A Clanaugh, Robin L Olson, Samuel A Clark, Sabrina N Search

**I. Call to order:** 1304 hrs

**II. Roll call:** Erin Monroe, Terry Kneisel, Sara Kulas, Peter Steen, Robin Olson, Samuel Clark, Sabrina Search

### **III. Announcements**

- a) A memo was posted on the homepage on June 24, 2020 to recruit new members for this committee.
- b) Robin Olson was recommended for the committee.

### **IV. Approval of Minutes**

- a) Minutes approved by Terry Kneisel and Peter Steen

### **V. Continued Business**

- a) **Subject:** Eyewash upgrades in Health Services/Dental Clinic  
**Responsible person(s):** Erin Monroe/ Maintenance  
**Action taken:** Replacing the eyewash(s) in Health Services and the Dental Clinic. Parts are in. Scheduling time for plumber to install.  
**Responsible person (s)** Erin/Kari will verify and confirm location for eyewashes  
**Timeframe:** Not Completed, ongoing until complete  
**03/26/20:** Keri Ovsak is not aware if this has been completed, and she will try to verify.  
**07/23/20:** Terry Kneisel to check with the plumber.

- b) **Subject:** Confined Space Entry Training  
**Responsible person(s):** Erin Monroe, Joe Mohelsky  
**Action taken: (From last meeting)** Maintenance will no longer contract out any work involving confined space entry and will be performing this with staff.  
**03/26/20:** John reported Rob Nordstrom was on site and was going to identify spaces.  
**07/23/20:** Erin Monroe confirmed the need for the permit-required confined space located outside of the secured perimeter due to the need for a force-air respirator. Will work with Larry Andrews on the written program.
- c) **Subject:** PPE Contents and Locations  
**Action taken: From the last meeting:** Need to review what PPE contents are included and where they are kept. Many white suits are too small and should include larger sizes. Krista will also look at policy language regarding this.
1. Kari reported due to the COVID-19 planning, DCT has put into place a tracking mechanism for supplies. She mentioned health services has kits if there should be a larger than just a spot or two of blood event.
  2. Erin asked about first aid kits and suggested a blood-borne pathogen spill kit should be located with a first aid kit. She is used to first aid kits being in each work area.
  3. Kari stated we have a policy on first aid kits
    - i. **07/23/20:** Erin Monroe confirmed the policy. She is working with Nikki Boder on the possibility of placing first aid kits in strategic locations such as the kitchen and the maintenance shop for minor cuts and injuries.
- Timeframe:** By next Safety Meeting
- d) **Subject:** Transports in Bad Weather  
**Responsible person(s):** Ann  
**Action taken:** Continue to work with staff and swap them out if they are not comfortable driving in current weather conditions.  
**Timeframe:** Ongoing as weather changes
- e) **Subject:** Initiative for fit additional fit testing for staff.  
**Action taken:** Fit test those who may be responsible for performing CPR
1. Kari reported N95 respirators are only if a nurse obtains a swab and would not be needed by other staff in most situations.
  2. Ann mentioned there was discussion on whether or not A- team may need them because of contact with a client. They currently have their own masks so that would be a barrier.

**Responsible Person:** Ann will try to arrange a “Train-the-trainer” so we will get additional staff involved in fit testing.

**Timeframe:** Completed

## **VI. Safety Inspections**

- a) Due to COVID restrictions, no safety inspection has occurred since last committee meeting. Will be scheduling 3<sup>rd</sup> Quarter as restrictions are lifted.

## **VII. Emergency Preparedness**

- a) Severe Weather Drills – Terry Kneisel will review with Ann Linkert about scheduling another facility drill during 3<sup>rd</sup> quarter.
- b) Fire Drills – Drill requirements have been met for 2<sup>nd</sup> quarter. Erin Monroe brought up the concern that all drills seem to fall on the same days.
  - 1. Terry Kneisel will speak to Ann Linkert about varying drills so all staff will get practice at responding to emergencies.
- c) Damaged Sprinkler Lines – Does staff know how and where to shut off sprinkler lines in the event of an accidental release?
  - 1. Terry Kneisel confirmed that staff is regularly trained on this.
  - 2. Erin Monroe suggested the purchase of a “Shotgun” sprinkler shut off tool for quick closer of a broken sprinkler. Terry will look into this further.

## **VIII. Employee Injury Report**

- a) 13 employee injuries – 3 client related injuries; 4 requiring medical attention, 6 close calls

## **IX. Client Injury Report**

- a) 4 client injuries – 2 requiring medical attention, 2 close calls

## **X. Product/Equipment Recall**

- a) Hand Sanitizer Recall: 9 brands contain methanol.
  - a. All-Clean Hand Sanitizer (NDC: 74589-002-01)
  - b. Esk Biochem Hand Sanitizer (NDC: 74589-007-01)
  - c. CleanCare NoGerm Advanced Hand Sanitizer 75% Alcohol (NDC: 74589-008-04)

- d. Lavar 70 Gel Hand Sanitizer (NDC: 74589-006-01)
  - e. The Good Gel Antibacterial Gel Hand Sanitizer (NDC: 74589-010-10)
  - f. CleanCare NoGerm Advanced Hand Sanitizer 80% Alcohol (NDC: 74589-005-03)
  - g. CleanCare NoGerm Advanced Hand Sanitizer 75% Alcohol (NDC: 74589-009-01)
  - h. CleanCare NoGerm Advanced Hand Sanitizer 80% Alcohol (NDC: 74589-003-01)
  - i. Saniderm Advanced Hand Sanitizer (NDC: 74589-001-01)
- b) MSOP has not provided any of the listed hand sanitizers.
- c) Employees have been approved to bring their own sanitizers into the facility. Erin will ensure this list is provided for staff to be aware and dispose of for their safety.

**XI. Infection Control** – No representation

**XII. Wellness Committee** – To be removed from agenda

- a) Erin Monroe reminded staff of the Virgin Pulse app for smartphones; completion of action items will get **\$70** off medical deductible for year 2021.

**XIII. New Business / Round Table**

- a) Sabrina Search enquired on the Department of Health’s website in regards to single use masking and the use of cloth masks.
- 1. Inquisition on single-use masks will be forwarded to the Infection Control Group for review.
  - 2. Erin Monroe/Terry Kneisel reiterated the DCT/MSOP masking requirements in regards to cloth masks to ensure we are following directives.
- b) Sabrina Search enquired about the use of masks for those who have hearing aids. Terry Kneisel confirmed that policies are in place for the use of masks and those who are hearing impaired.
- c) Erin Monroe asked when meetings would work best to get more participation. Future meetings will need to have required attendance or will risk being cancelled.

**XIV. Adjournment** – 1349 hrs