

Commonwealth Safety Committee

Meeting Minutes

June 17, 2013

Convened at 10:00am

[x] Les Peterson – chair

[x] Phil Sapp – vice chair

[x] Scott Mullens

[x] Brian Hoag

[x] Kristine Rupp – secretary

[x] Mara Bilyou

- Minutes reviewed from last meeting
 - Sundial looked really good
 - Maybe we should use pictures as examples of what a community should look like
- Corporate Accidents
 - Worker's comp
 - In Oregon we just renewed our insurance and it looked really good
 - We want to keep the frequency and the severity of claims down
 - .99 is good, we were at .93 last year and .98 this year; we are better than ideal
 - This year we only had one claim where we weren't able to cover \$500
 - Washington claims have gone up
 - What can we do to reach Washington like we reach Oregon with safety reminders?
 - Maybe we should have a safety committee in Washington
 - Just need to remember to slow down and do it correctly, we know the right way to do something we just need to do it.
 - Near miss – resident proximity when using machinery, make sure they stay a safe distance away
 - Working towards making clear job descriptions for all on-site employees on what they should do and what they shouldn't do so that even though we have to pay the worker's comp we could terminate them for doing something they shouldn't have and then it won't negatively affect our rating as much
- Newsletter
 - We want to give Krista information to put in an email once a month, after our meeting, to send to on-sites
 - Maybe include a PDF of the minutes from the last meeting as an attachment

- Make sure board member names are spelled right and titles are correct
- First aid kits
 - Thanks to Missy for all her help
 - We ordered 185 total, 12 blood borne for pools
 - \$16.55 each, if we want to order more in the next 90 days he'll honor the reduced price
 - It's recommended that we keep an inventory of what's inside, we can order individual items
 - Keep the first aid kit sealed until you need to use it to keep the things inside fresh longer
 - The kits have an expiration date, we can order more for everyone every two years
- OSHA Classes
 - The only one that might be required is "accident investigation" and perhaps "root cause analysis" which go together
 - Classes are free, you just need to sign up
 - Let Scott know and he can sign you up
- Inspections
 - Need to create a certificate of excellence for parks we review
 - Next inspection will be Bridgecreek/Totem on 7/15