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Safety committee meeting: 04-12-12

Minutes:

* Ordering new chairs-lat

New equipment and supplies that are needed are being submitted but not all requests are being processed and allowed at this time. SRMC is monitoring the needs of each department on a case by case decision.

* Replacing the chemistry fridge that caught fire-lat.

Same as above. This item request has been followed up again with Ron Epley to plead our case as a critical piece of equipment necessary for operations.

* Checking spill kits and absorbents (micro had some that were like cement when they had a spill)-lat

Safety team members should check their areas for spill kits and assess them to see if new ones need to be purchased to replace outdated or non-functional items. Please submit request to Tom for follow up and ordering.

* Transfer of duties to specific team members.

Still need to spread duties through the team. Ideas

EOC meetings, Safety tours. Fire drills, daily/weekly checks.

It was again asked that team members take the initiative to improve the sharing of duties necessary to make our safety group a success. Many projects are in need of someone to take charge and help facilitate activites.

* Code Grey updates and expectations

This year’s weather has again heightened the awareness of how vulnerable in providing services around several weather events. More revisions are being added to the Code Grey specific for MOB4 core lab. Coordination of resources and communication plans need to be understood by the safety team as well as each employee. Specific duties of having someone make the decision to evacuate and then communicate this to SRMC HICS needs to a priority to staff present.

* Code Black

Please take time to review this policy in particular in light of the bomb scares at Lima Senior High School. Know what to do and who to call in case of an actual threat.

* MSDS updated

The online resource for looking up MSDS has been updated and should be easier to use. Please take time to reference large use items within your department and share the process with staff.

* 2012 Safety occurrences and exposures.
	+ 1-17-12 Formalin neutralizer spill
	+ 2-15-12 Inhalation of concentrated Bleach Fumes
	+ 3-2-12 NaOH splash in eyes.
	+ 3-12-12Tourniquet left on arm.
	+ 4-13-12 skin puncture from wire on Tube system
* 2012 meetings –times and dates if possible.

Invitees sent out for Quarterly meetings. Lotus notes and message center.

June 28, 2012 1100-1200

September 27, 2012 1100-1200

December 27, 2012 1100-1200

Dates and Times are tentative and subject to change.

On-going safety issues:

* + Spill in-services

Discussion on how best to pass information along to staff by having Safety Team hold drills. Also suggested we contact some outside resources to maybe come in and help with this process. Fire department or hazmat, SRMC Safety team, Colleges or other professional places.

* + Fire drills (I will start fire drills next month…usually a big fire drill done on days in May…then I will pick up the ones off that day and the off shifts)- lat

Fire drills can be initiated anytime and documentation needs to be captured in CAP for record keeping.

* + Unsafe work practices in areas, passing along to staff as improvements.

A daily or weekly walk through of the lab to point out safety violations was discussed. Records can then be presented to staff in a way to promote awareness to improve problems. Reoccurring problems can then be brought to the attention of team leaders for even further improvement.

* + New Oncology labs

Questions as to if there are any problems or concerns with our newest labs that need to be taken care off at LON and CON

* + Informing staff though communications. (Changing Times)

Promote a more consistent message by including information in Changing times newsletter and Team Leader meetings if warranted.

* + Roundtable

Jerry concerned with time between meetings to coordinate if problems are improving or being addressed.