

Hunters Ambulance Service Inc
Safety Meeting Minutes
March 17, 2011

Chairperson Fran Brunet called meeting to order at 10:00 AM with 11 members attending and 2 guests, guest Iris and Stephanie our newest employees from the Special Trans Department. Members attending, Bruce Bachelder., Lilia Boyette., Eileen Bongiovanni, Sara Waller, Bill Broadbridge, Brian Petrucelli, Deb Elliott, Dawn Peach, Josephine Nigro, Cheryl Lint, and Cliff Carlson.

The minutes for February's meeting were reviewed and accepted with no corrections.

REPORTS OF STANDING COMMITTEES

OSHA RECORDABLE INJURIES Cliff presented print out sheets from 2/1/11 up to 3/15/11 with many record only reports (slipping on ice injuries) with 11 days lost work. Also reported was an injury resulting in 8 days of restricted duty. Cliff presented the breakdown of Workman's Comp from 2008 thru 2011. The total number of claims was 303 totaling \$1,380,211.00. We have paid out a total of \$846,555 leaving an outstanding balance of \$533,656.

MVA REPORT Cliff presented information showing each division MVAs. 2009 showed 114 of which 83 were preventable, 2010 showed 92 MVAs of which 60 were preventable. The category for accidents highest was backing then forward motion, turning, sideswipe damage and mud. Limo driver's classroom and driver training still needed.

SAFETY INCENTIVE PROGRAM – We are still looking for ideas for incentives. Contact any Safety Committee member with your ideas. Bulletin board postings have been improved from previous months. More work is needed to get safety information posted in a timely fashion. The Safety Awards have been announced in the newsletter and have been awarded to the employees.

WELLNESS INITIATIVES – Lilia reported that at company in house dinners and luncheons will be providing healthier alternative for food. John Gopoiian will explore the possibility of a filtered water system at the bases for those who want to refill their water bottles. Also Lilia is working on getting healthier food in the snack machines such as sugarless gum, baked chips and diet sodas.

SAFETY REPORTS FROM THE FIELD –

EMS Division- Convex mirrors on the passenger side of newer ambulances cannot be adjusted to see properly for backing. – Can extra mirrors be added like on the Fords?

Seat belt adjusters need to be fixed—slide adjusters not holding.

Safety members and management will look into possible of more safety straps on the stair chairs to secure the patient efficiently.

The handling of distress calls from crews will be looked into and Mike Loiz will be asked to add input and/or training for dispatchers as well as employees.

Headlights on vehicles need to be working and need to be checked during pre-trip inspections. It is unacceptable to drive using the high beams to compensate for the unlit headlight.

Non Emergency Division - We are looking into seatbelt extensions for the high top vans. These will be used with out extra large patients who travel as a livery client.

Remember to make sure the wide wheelchairs will fit on your assigned vehicles lift as well as using the lift properly.

Hunters Ambulance Service Inc

Safety Meeting Minutes

March 17, 2011

Reflective material has been introduced to the committee by Paramedic Ray Dennison., so that night activity could be safer with this material on jackets and possible added on to pants. This would be for all divisions.

Building Maintenance - The Department is looking for a new vehicle for moving items. Everyone in this department did a great job with the snow issues this past season.

A & E and Service - Reports that the vehicles are coming in with trash and other items left behind or spilled from crews. Dirty towels are still being transported from Base 4 by Special Trans drivers to Base 1 for washing and drying. Sheets and blankets mixed in with towels are unacceptable. Outlets need to be replaced in the bay of A&E.

Limousine Division - No report

Main Campus - Complaints are being received regarding fumes from ambulances left running on S Vine St. and on the front driveway and sidewalks near reception. Vehicles should not be left running for longer than a few minutes in these areas. Complaints have also been received about vehicles pulling out onto S. Vine St from between the telephone pole and the building. Employees are reminded that this practice is unsafe and vehicles should be pulling out onto West Main St. from the front of the building.

Satellite Offices - Base 7 will be still housed in a temporary facility possibly for the next month or more.

GOALS AND OBJECTIVES COMMITTEE - Items have received higher points for improvements.

Fire extinguisher training still needs to be done.

More ideas from employees are needed for safety goals.

NEW MEMBER EDUCATION AND TRAINING - No Report.

UNFINISHED BUSINESS - The 6 S Program will continue with LEAN MANAGEMENT keeping the improved work environment updated.

Respectfully Submitted

Deb Elliott
Secretary