

Hunters Ambulance Service, Inc
Safety Meeting Minutes
October 21, 2010

Chairperson Fran B called meeting to order for attending members and two guests/ new members, Vanessa M from Special Trans / Non Emergency and John S from Limo.

The minutes from September's meeting were reviewed, motioned for acceptance as is, voted and approved.

STANDING COMMITTEE REPORTS

OSHA INJURY REPORT: Reviewed print out. Reported on numbers for past 3 years to current date. Workman's Comp claims increased each year—as of 10/9/10, significantly less. Back injuries still are major injury.

CONCLUSION: Needed to continue to reduce number of incidents. This year has a significant amount of high cost claims. Reports need to be done in timely fashion to all concerned to expedite claims.

MVA COMMITTEE REPORT: reviewed print out. This year's numbers are lower than last year's numbers at this point in time. Backing is still the major MVA—use of spotter needed. Reports needed to be completed in timely fashion to all concerned to expedite claims.

SAFETY INSPECTIONS: No report.

SAFETY INCENTIVE PROGRAM: Drawing for 3rd quarter complete—list of names in news letter. The David Podell 3rd Memorial Safety Award needs nominations for award ceremony in December. Changes of information will be updated and posters with application forms will be displayed at all the bases.

WELLNESS INITIATIVES: The Biggest Loser - Company has lost 247 pounds so far. Cliff Carlson is working with Meriden Health Dept for available programs. Thank You to Eileen B for a very successful Health Fair. Documentation is available from the fair in you could not attend. New incentive ideas always welcome from you. Contact Lilia B in Human Resource with your suggestions. The ConnectiCare Directory/Book has discount listing for wellness programs.

GOALS AND OBJECTIVES COMMITTEE: All goals gained points however our safety bulletin boards needs people to keep updated postings, rosters, and meeting minutes current. The minutes of the monthly safety meeting will be available within one week after the meeting has been held. We need your ideas and suggestions!!!!!!

COMMITTEE TRAINING COMMITTEE: Fran B has packets available for new members, which will include safety meeting notes and information, and projects.

6S PROGRAM: Cliff Carlson announced that new events will begin with the Billing Dept on 10/28 and Base 6 on 11/2. These are the 4th and 5th event of the 6S Program and again this will be an all day event.

EMS DIVISION: No Report

NON/EMERGENCY DIVISION: Long list of old safety issues near completion. The back wall still needs to be re-lined with the carport for more space for parking. It will be completed as time

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allows. Feel free to contact Del Elliott, Dawn Peach or Vanessa Mojica with any safety issues you may have.

BUILDING MAINTANCE: There is continued cleaning and organizing at Bldg #9 with visible progress. Safety related issues are being taken care of.

A & E AND SERVICE DEPARTMENT: This 6S project is still in progress with the needs for permanent labels for stock shelves still a process for completion.

LIMOUSINE DIVISION: No Report

MAIN CAMPUS: No Report

SATELLITE FACILITIES: No Report

NEW BUSINESS: Safety From the Field—The banner hanging at Base 6 became a safety issue for the crew involved with the hazard identification by R. Dennison (EMS). No injuries occurred with the extra help and good observations.

The storage of chairs in the telecommunication hallway has been taken care of.

Campus lighting is revisited to make sure lights are working and pointed in the right direction.

Lifting and Moving remediation for Non/emergency division is ongoing with retraining after an incident has occurred.

A Master Wellness and Safety book is being compiled for the occasion of an audit. It will contain all the Safety Committee information including a roster, minutes and length of time that the Chairperson holds as well as committee member's time in service. A possible location for this book will be in the Human Resource Dept upon completion.

OPEN DISCUSSION FORUM: At each Department meeting, information sharing should include items from the safety meeting. Here is an item of importance to share: 211 – United Way Hotline which offers support and assistance, 24 hrs a day giving information of emergency numbers, etc.

NEXT MEETING: November 18, 2010 at 10:00am in Classroom A&B.

The meeting was motioned to adjourn, voted and accepted.

Respectfully Submitted

D. Elliott
Safety Committee Secretary