Statewide Safety Committee
Meeting Location: 1526 K Street, 4th Floor, Conference Room D
Meeting Minutes
January 22, 2019

Next Meeting: March 26, 2019 from 9:00 AM – 11:00 AM at
1526 K Street, 4th Floor, Conference Room D Hearing Room

I. Announcements
   a. Dennis Carraher called the meeting to order at 9:00 AM.

II. Roll call
   a. Present: Dennis Carraher (L), Mac Hunt (M), Chelsea Kramer (M), Scott Loos (L), Eric
     Seargant (M), Kevin Petska (L), Shereece Dendy-Sanders (V), Julie Lowry (V)

III. Approval of minutes from last meeting.
   a. Dennis made a motion to approve the minutes. Kevin Petska seconds.
   b. Board votes unanimously to approve the minutes.

IV. Open Issues:
   a. Mac will contact known safety contacts – asking if they have a safety committee and ask to
      share their information with us and establish contact information.
      a. AmyLynn Creaney is giving Mac a list of all contacts. He expects to have them by next
         meeting.
      b. The list will consist of all of her contacts relating to Safety and COOP.
      c. Dennis will also send his list to Mac.
      d. All other members will send their contacts to Mac by the end of the week.
   b. Mac is working on setting up the SharePoint site.
      a. Documents have been uploaded but have not been made public yet.
      b. Waiting on WC information from Dave Bartko.
      c. Dennis wants to know everything that Mac is putting on the site.
   c. Scott Loos brought up the Safety Committee Website.
      b. Dennis wants him and Mac as contacts for email complaints.
      c. Needs Members listed on site.
      d. Mac will speak with Shereece about updating the Safety Committee Website.
   d. Letter from DHHS regarding understaffing at the LRC.
      a. A response has not been received.
      b. Mac will contact Cynthia and Marc as a courtesy, and then email DHHS to see where we
         stand on receiving a response letter.
      c. Dennis requests that Mac copy him on the email/letter he sends to DHHS.
      d. Shereece suspects we will not receive a response from them due to ongoing concerns
         regarding workers’ compensation, staffing, and videos being leaked to the news.
We would like to know current staff to patient ratio and the required staff to patient ratio.

Scott’s letter to the director and work on flyer.
  a. Trying to make our Teammates more aware of who the Safety Committee is and what they do.
  b. Would like Shereece/the Risk Management Office to send the email out to all Directors throughout the State.
  c. Add Website, SharePoint, and information about the Suggestions Form to the letter/email.

f. New members.
  a. We are short two members.
  b. Mac suggests Mit Bhavsar as a member. He will reach out to Mit to see if he is interested.
  c. Shereece advised we may need to wait until Labor Contract discussions are done before we obtain Labor members.
  d. The Safety Committee needs SLEBC members.
  e. Dennis requests that if any members know SLEBC members to send their information to Shereece so she can seek approval to have them on the Committee.

g. Dennis wants to add verbiage to leasing contracts regarding complaints and repairs.
   a. Mac advised we can’t legally add this type of language to the contracts.
   b. Buildings have to be up to code to be leased.
   c. Beyond being up to code, we can’t require our contractors to respond to all tenant complaints.

h. Shereece Dendy-Sanders entered the meeting at 9:35 am.
   a. Shereece advised the Committee that she will no longer be serving as Risk Manager.
   b. When she knows a replacement she will advise the Committee.

VI. New Items.
  a. Unable to discuss any new items due to lack of members present.

VII. Next meeting:
  a. Next meeting will be held on March 26th, 2019 at 9:00 am, 1526 K Street, 4th floor conference room.

VIII. Adjourn
  1. Dennis asked for motion to adjourn.
  2. Mac made a motion to adjourn.
  3. Eric seconds the motion.
  4. The meeting was adjourned at 10:00 am.

Minutes submitted by: Julie Lowry
Key: (M) = Management Member, (L) = Labor Member, (V) = Volunteer/Visitor