



LWSC Council of Excellence
Committee Report – 05-14-2019

Submit report to: lwscouncilofexcellence@gmail.com

Committee: Safety
Purpose: To ensure that Lou Walker Senior Center’s members and staff are aware and knowledgeable of the necessary steps that need to be taken during emergency and hazardous situations
Officer/Chairperson: Anna Marie Baity
Committee Members: Sherry Cooper, Joyce Harts, Bill Harris, John Overstreet, Michael Stiles
Committee Volunteers: Al Foy, Chico Hill, Carolyn Kidd, Frankie Pendergrass, Lois Williams

1. ACTIVITIES COMPLETED FOR THIS MONTH:

- April 10, 2019 - “A Free Emergency Preparedness Seminar For Seniors, **ARE YOU READY?**”
- April 18, 2019 - Dekalb County Fire Rescue, Fire Safety Presentation.
- May 8, 2019 – 5 Safety Volunteers participated in an unscheduled walk-thru, (led by Tyrone Bailey), of facility, safety zones, and, where staff, members, and visitors should go during emergency situations.

2. ACTION REQUIRED FOR SAFETY COORDINATOR & TEAM:

- Recruiting additional safety volunteers (currently there are 11)
- Before June 19th - Facility and safety zones walk-thru for volunteers that were unable to participate on May 8th.
- Safety Training for Staff & Volunteers
- Mock Fire Drill
- Meet with Fire Marshall in June (DTBA)
- Log-In Book for Safety Team (Sign-in will be a way for management, staff, and others to know what safety.
- Onsite Safety and Trauma Kits.
- Prepare Color-coded Safety Posters and Safety Information for placement in classrooms and throughout the building.

- Select areas where safety vest and equipment will be located for easy access.
- Identify where Call Boxes are located

3. ACTIVITIES FOR FUTURE:

- Thunderstorm Shut-Down Procedures
- Safety Drills (fire, tornado, inclement weather, lock-down)

4. ACTION REQUIRED FOR LWSC:

- SAFETY PLAN COMPLETION (Monday, May 13th at 2:30, The Safety Coordinator and Team, National Certification Advisory Committee, Designated Safety Staff, and Security met with Mrs. Davis, LWSC Director to review the Safety and Disaster Plans, it was a productive meeting). Plan changes and corrections will be updated Tuesday, May 14th by Charlene Love, Janet Proctor, and Anna Marie Baity, reviewed by Administration and sent to technical writer. Final review of Plans and approval will be Dekalb County Fire Marshall Department.
- Ventilation for Arts and Pottery rooms.
- Schedule CPR class for staff, safety volunteers, and members.
- Safety Education for members, staff, visitors and renters.

5. ACTION REQUIRED FOR EXECUTIVE COMMITTEE:

**6. MOTION STATED FOR EXECUTIVE COMMITTEE
CONSIDERATION/RESOLUTION/RECOMMENDATIONS:**

7. CONCERNS, OPPORTUNITIES FOR CELEBRATION:

8. OTHER: