



LWSC Council of Excellence

Committee Report – 06-11-2019

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:

- May 17th – Safety Team (Al Foy, John Overstreet, Lois Williams, Frankie Pendergrass, Bill Harris, and I) assisted with safety security of the Caribbean Carnival & Parade event. The event was a success with fun, laughter, colors, and no incidents. I extend much appreciation and thanks to the safety team volunteers. Tyrone, and staff.
- May 27th – Met with Charlene Love for our last review of the Safety Plan, making any necessary corrections and/or changes. Plan was then forwarded to LWSC Administrator, Bettye Davis for reviewing, who would forward to Dekalb County Fire Marshall for reviewing and approval.

2. ACTION REQUIRED FOR SAFETY COORDINATOR &/OR 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 Volunteers (DTBA)
- Mock Fire Drills (DTBA)
- 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
- Ventilation for Arts and Pottery rooms.
- Schedule CPR class for staff, safety volunteers, and members.
- Safety Education for members, staff, visitors and renters.
- Automated External Defibrillator (AED), check to ensure they are working properly.
- Ensure intercom is working efficiently throughout the facility.
- Ensure pottery room Keil storage area is safe from overheating, especially during overnight and weekends.
- Make sure all chemical products are labeled correctly with proper storage.

5. ACTION REQUIRED FOR EXECUTIVE COMMITTEE:

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

7. CONCERNS, OPPORTUNITIES FOR CELEBRATION:

8. OTHER: