



LWSC Council of Excellence

Committee Report – March 10, 2020

Submit report to: lwscouncilofexcellence@gmail.com

Committee: SAFETY

Purpose: To ensure that LWSC 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, Al Foy, Bill Harris, John Overstreet

Committee Volunteers: Charles Davis, Betty Herring, Chico Hill, Willie Mae Holt, Pat Jackson, Frankie Pendergrass, Valerie Roberts, Dorothy Wright

1. ACTIVITIES COMPLETED FOR THIS MONTH:

- Submitted "To Do List" to Charlene Knox, COE President as requested.
- February 26, 2020: Had two (2) Live emergency fire drills. The first one was between 9 and 10 a.m. There were two (2) safety volunteers available who assisted with evacuating the building, (Bill Harris and John Overstreet). Tyrone shared that they did an excellent job. The second fire drill was later in the afternoon with three (3) safety volunteers available, (Al Foy, Bill Harris, and, me, Anna Marie). Evacuation was done in a fairly timely manner. There were some issues which I brought to Charleen's attention.
- Fire Emergency Reason: Machine in construction area was smoking.

2. NEW SAFETY COMMITTEE VOLUNTEERS

3. ACTION REQUIRED FOR SAFETY CHAIR:

- Continue recruiting safety volunteers. (Currently have 13)
- Meet bi-weekly with Safety Coordinator

4. ACTIVITIES FOR FUTURE:

- Tornado Drill
- Thunderstorm Shut-Down Procedures
- Armed Awareness Drill

5. ACTION REQUIRED FOR LWSC AND SAFETY COORDINATOR:

- Provide the items needed by safety volunteers that will assist with making emergency evacuations more serious and successful: radios, whistles, safety arm bands.
- Provide one central area for volunteer safety vests, possibly at the front desk area.
- Ensure pottery room Keil is working properly and storage area is safe from overheating. (Safety issue)
- Ventilation for Arts and Pottery rooms, (fumes are a safety issue).
- Onsite Trauma Kit.
- Escape route maps and safety information is still needed in classrooms, as well as, throughout the facility for member awareness.

6. ACTION REQUIRED FOR EXECUTIVE COMMITTEE:

7. MOTION STATED FOR EXECUTIVE COMMITTEE CONSIDERATION/RESOLUTION/RECOMMENDATIONS:

8. CONCERNS, OPPORTUNITIES FOR CELEBRATION: