



LWSC Council of Excellence
Committee Report – 09-10-2019

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,
Committee Volunteers: Al Foy, Chico Hill, Billie Hill, Brenda Goodman, Frankie Pendergrass, Valerie Roberts, Lois Williams, Dorothy Wright

1. ACTIVITIES COMPLETED FOR THIS MONTH:

- Met with Tyrone Bailey, Safety Coordinator, Friday, August 21st to discuss the strategy to ensure all topics and scenarios would be covered
- Safety training held Thursday, August 22nd, and Monday, August 26th
- All Safety volunteers attended one of the classes
- I assisted Tyrone with the safety training both days
- Safety Volunteers are doing a good job logging into the Safety Book, and have begun to logout if they leave early. This was a suggestion from the safety training meeting
- Location of Safety Vests have been confirmed: a. Volunteers vests will be in the Billiards room cabinet, and, at the Front desk. Whistles will be provided to help with emergencies alerts
- Safety Staff Representatives vests will be kept at their desks, as well as, a radio and whistle

2. ACTION REQUIRED FOR SAFETY COORDINATOR/TEAM:

- Continue recruiting additional safety volunteers, lost 2, other commitments (currently have 13, goal 20)
- Mock Fire Drills for Staff and Safety Volunteers (DTBA)
- Onsite Safety and Trauma Kits

- Prepare Color-coded Safety Posters and Safety Information for placement in classrooms and throughout the building

3. ACTIVITIES FOR FUTURE:

- Thunderstorm Shut-Down Procedures
- Facility Safety Drill (fire, tornado, inclement weather, lock-down). TBA

4. ACTION REQUIRED FOR LWSC:

- Prepare and install all items throughout facility required as stated in the Safety Plan.
- Ventilation for Arts and Pottery rooms.
- Schedule CPR class for staff, safety volunteers, and members.
- Safety Education for members, visitors, and renters.
- 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.
- Updated Onsite First Aid and Trauma Kits.

5. ACTION REQUIRED FOR EXECUTIVE COMMITTEE:

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

7. CONCERNS, OPPORTUNITIES FOR CELEBRATION:

- **SAFETY TRAINING FOR STAFF & SAFETY VOLUNTEERS COMPLETED**

