



Oregon National Guard
Youth Challenge Program
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Minutes 11-8-2011
Youth Challenge Program
Safety Meeting

Those in attendance:

**Karen Rawnsley, Steve Wolfe, Leon Forney, Marte Stanley, Neil Rossiter, Olsen, K.
Dave Nolte – scribe - absent.**

Safety Representatives: Martinez, Cantrell, Sutterfield

Old Business:

- Emergency Earthquake response - SOP review / comments.
 - Completed
- SOP for Cadet power tool use by Mr. Olsen
 - postponed to next meeting
- Equipment tool cage for activity buses (Olsen, K)
 - Completed
- Obstacle Course schedule of routine maintenance (Wolfe)
 - Completed, email to Mr. Forney
- OSHA Training needs (Nolte)
 - Review for new staff and last training of members
- Review recommendations to Director that are from prior month
 - No recommendations
- Hazardous Waste Turn-In (Olsen K., Forney, Ormsbee SOP)
 - Reviewed. Status- training will take place at in-service.
- Annual AGI Inspection 8-16-2011
 - Reviewed
- Fire alarm pulls (Forney)
 - J&R attempting to locate
- Status of walk-through and inspection (Forney)
 - Repairs in progress
- Quarterly Facility walk-through from 8-9-11 (Forney)
 - Work in progress on repairs, revisit in February
 - Schedule another walk through in December
- Safety lights / Night light placement (5 on hand)
 - Placement during walk-through
- Overhead hazard tape installed in mezzanine area (Rossiter)
 - Completed
- Obstacle Course Net issues
 - Keep on review for December
- Fire Drill log
 - Completed
- Emergency evacuation
 - Review completed

- **Incident reports (Staff & cadets)**
 - **Reviewed**
 - **No staff injuries this month**
- **Reports from Areas**
 - **Rossiter**
 - **No specific items**
 - **Stanley**
 - **No specific items**
 - **Wolfe**
 - **No specific items**
 - **Forney**
 - **No specific items**

Handouts Circulated:

Copies will be given to all members

**RECOMMENDATIONS TO MR. RADABAUGH
REGARDING
SAFETY MEETING
11-8-2011**

We inform Mr. Radabaugh that:

None at this time