



Oregon National Guard
Youth Challenge Program
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Minutes 1-10-2012
Youth Challenge Program
Safety Meeting

Those in attendance:

Karen Rawnsley, Ken Olsen, Marte Stanley, Neil Rossiter

Absent: Steve Wolfe

Dave Nolte – scribe – absent

Safety Representatives:

Martinez, Cantrell, Sutterfield

Old Business:

- **Emergency Earthquake response - SOP review / comments.**
 - In-process continue and review at next meeting
 - Revise current draft and supplement changes to SOP 208
 - Recommend air horn test for evacuation signal. Ken Olsen to purchase. Discussed the possible need for multiple locations for accessibility.
 - Discussed the old facility speaker system as a possible audible evacuation signal. Need to research.
 - Next steps are: finalize the evacuation signal, staff training and scheduling first test.
- **SOP for Cadet power tool use by Mr. Olsen postponed to next meeting**
- **Results of Quarterly Facility walk-through from 12-13-11**
 - S2C Shed still to be done – Ms. Stanley to do and turn in to Mr. Nolte
- **Equipment tool cage for activity buses – installation completed**
- **Safety Railing and Swing Gates project on mezzanine – installation completed**

New Business:

- **Emergency Evacuation – Drills will continue on a random basis.**
- **Cadet Incident/Accident reports – summary reviewed.**
- **Staff injuries, since last meeting – none**
- **Reports from Areas:**
 - **Mr. Rossiter:**
 - Stairs to classrooms from main hallways have been moved away for floor cleaning – be alert.
 - No other issues reported

**** Copies will be given to all members ****

**RECOMMENDATIONS TO MR. RADABAUGH
REGARDING
SAFETY MEETING
1-10-2012**

We inform Mr. Radabaugh that: no recommendations from this meeting to report.