

Northwest Kidney Centers Safety Committee Meeting Minutes: January 20, 2021

Members Present: Tammy Heck, Ashish Kumar, Danny Wiederrick, Andy Voorhies, Jamie LaNoue, Tosha Mackness, Melina Randall, Heather Johnson, Elizabeth Adams, and Ray Robles.

Members Not Present: Liz McNamara, Fiona Wolf, Chelsea Smith, Kim Frodsham, Donna Ballard, Gail Cutrell, and Kathy Lilienthal

Facilities: Auburn Kidney Center, Broadway Kidney Center, Burien Kidney Center, Elliott Bay Kidney Center, Enumclaw Kidney Center, Everett Kidney Center, Federal Way East Kidney Center, Federal Way West Campus Kidney Center, Fife Kidney Center, Kent Kidney Center, Kirkland Kidney Center, Lake City Kidney Center, Bellevue Kidney Center, Port Angeles Kidney Center, Rainier Beach Kidney Center, Renton Kidney Center, Scribner Kidney Center, SeaTac Kidney Center, Seattle Kidney Center, Snoqualmie Ridge Kidney Center, Home Hemo & PD Programs, Hospital Services, Logistics, Burien and Haviland Administrative Locations.

AGENDA	ITEM	ACTION	COMPLETION	FOLLOW UP
Administrative	Approval of September 2020 Minutes		COMPLETED	Approved by Andy Voorhies and Tosha Mackness
Standing Agenda Items				
Accident and Injury Data	<p>Safety Alert System (SAS)</p> <p>How does HR report to OSHA? Use SAS. All employee injuries including needle sticks regardless of whether</p>	<p>Provide the committee with employee injuries by NKC location and type for the prior four quarters.</p> <p>Back Injuries = 12 Strain/Sprain = 5 Slips/Trips/Falls = 23 Needlesticks/Sharps = 15 Total = 56</p>	OPEN	<ul style="list-style-type: none"> Slips/Trips/Falls increased by 4 in the last quarter. Three employees fell in the parking lot during icy conditions. Fall prevention campaign Jan. -Feb. 2021. Videos on how to transfer patients. Caution for ice signs will arrive in units on 1/21. Safety alert emailed to all NKC staff in Dec.2020 and Jan. 2021 with suggestions of avoiding falls and shelter in place items. Chairs too high to use slide board. Liz

	1/13/21 – Snoqualmie &	high winds across the Puget Sound.		<ul style="list-style-type: none"> • Snoqualmie power out >24 hours diverted patients to Bellevue. • Rainier Beach, Broadway, Enumclaw, and Kirkland all used generator. • Evaluate need to open the Emergency Operations Center. • Need for portable power bank to charge personal and emergency phones during long term power outages for units with no generator. SRKC, Fife, FWWC, Everett, PAKC, SKC and EBKC. Jamie to investigate equipment purchased for company trucks.
New Agenda Items Emergency Preparedness Plan	Annual Hazard Vulnerability Assessment (HVA)	Safety Committee members approved the final 2021 NKC HVA, Unit specific HVA, Home Program HVA, and Hospital Services HVA.	OPEN	<ul style="list-style-type: none"> • Units will review their 2021 HVA at February QA/PI meetings. • Change or combine Epidemic and Emerging Infectious Diseases?
	Revision of Emergency Black Boxes & Emergency JOBOX	Review and revise the list of items needed according to regulations for emergency boxes. What is the purpose of the emergency JOBOX?	OPEN	<ul style="list-style-type: none"> • Small sub-committee: Andy, Tammy, Tosha, two clinical staff and Steve. • Delayed due to COVID social distancing restrictions. Review of inventory list – SM & TH

	Workplace Violence Committee	Create sub-committee to work on security issues both environmental and personal.	OPEN	Committee suggested by Liz to evaluate safety issues such as lack of lighting in Renton parking lot.
	2021 Disaster Drill	What are the requirements? How often do we need to do the drills? Annually.	OPEN	<ul style="list-style-type: none"> • Topic – COVID -19. Using Relias, to start in Feb. 2021. • Participating in the NWHRN or WISHA?
	Stair Crawler	Training	COMPLETE	O&M Manuals sent to FSS at Seattle, Broadway, and Elliott Bay. UM, Katrina Collins provided usage information. Shared with SEAKC, BKC and EBKC.
	Emergency Phones	One new emergency phone will arrive in unit's week of 1/25/21.	OPEN	Verizon move to 5G and flip phones unable complete monthly call testing.
Safety Committee Membership		<p>New members.</p> <p>Still need Nursing and Dialysis Tech representation</p>	OPEN	<p>Chelsea Smith from Social Work. Elizabeth Adam from Human Resources. Jamie LaNoue from Distribution Heather Johnson – Clinical Director Gail Cutrell – Home Hemo</p> <p>Tosha Mackness</p>
2021 Committee meetings schedule		<p>Quarterly on the following 3rd Wednesdays of the month, 1:30-3:00 pm.</p> <p>April 21, 2021 July 21, 2021 October 20, 2021</p>		If you know you will have conflicts with this schedule, please find your replacement. It is important that we have balanced representation on the committee. Your skills and participation are important.

