

**MANGUM REGIONAL MEDICAL CENTER
ENVIRONMENT OF CARE & SAFETY MEETING
MINUTES**

DATE: 12/2/2020	TIME: 10:00AM	MARK CHAPMAN
MEMBERS PRESENT: TANYA KNIGHT, SARAH DILLAHUNTY, MARIE HARRINGTON, PAMELA ESPARZA, JENNIFER WAXELL, MELISSA TUNSTALL, DANIEL COFFIN, LYNDA JAMES, KAYE HAMILTON, CANDY DENNEY, JOSEY KENMORE, AMBER JACKSON, STACI CRUMBE, ANDREA SNIDER, JENNIFER DRYER, KIM HOUSTON AND MARK CHAPMAN		

I. CALL TO ORDER
CALLED TO ORDER BY MARK CHAPMAN AT 10:06AM

II. REVIEW AND APPROVAL OF MINUTES
MOTION TO APPROVE MINUTES BY JOSEY KENMORE SECOND BY PAM ESPARZA

III. OLD BUSINESS
A--FLOORING IN NURSES BREAK AREA AND MED PREP ROOM--RESCHEDULED--COULD NOT CLOSE OFF AREA DUE TO PATIENT CARE.
B--NEW OXYGEN/SUCTION HEADWALL NEEDED IN ER1--SCHEDULED VISIT HAS BEEN POSTPONED--CONTACTED APEX--NOT ALLOWING VENDORS INSIDE AT THIS TIME--COVID
C--NEW COVERED PEGBOARD NEEDED FOR SUPPLIES IN ER1--PEGBOARDS WILL HAVE TO BE CUSTOM MADE
D-- WALL REPAIR AROUND WINDOW IN ROOM 19 HAS BEEN POSTPONED DUE TO COVID 19
E--ROOF OVER OR2 AREA DAMAGED AND IN NEED OF REPAIR--ENGINEER CAME 10/1/2020--CLAIM STILL PENDING--ITEM ON CITY AGENDA FOR DISCUSSION
F--CODE DRILL SCHEDULE--WILL CHECK TO SEE IF DRILLS CAN BE TRACKED IN QAPI
G--COMPLETE ACTIVE SHOOTER EXERCISE--MANGUM POLICE DEPARTMENT SCHEDULED TWICE--NO CALL NO SHOW BOTH TIMES---WILL SCHEDULE WITH GREER COUNTY SHERIFF DEPT.
H--15 AMP RECEPTICLES--ALL 15 AMP RECEPTICLES WILL BE REPLACED WITH 20 AMP RECEPTICLES THROUGHOUT HOSPITAL--REPLACEMENT HAS STARTED
I--RUBBER MATS IN KITCHEN NEED REPLACED--NEW MATS IN PLACE

IV. NEW BUSINESS			
A--ROOM 9 NEEDS ELECTRICAL COMING THROUGH FLOOR ADDRESSED			
B--EXIT SIGN IN COVID WING			
C--ADDITIONAL ELECTRICAL CIRCUITS FOR COVID WING			

V. ANNUAL BUSINESS			
TOPIC	FINDINGS/CONCLUSIONS	ACTIONS/RECOMMENDATIONS	FOLLOW/UP
A. Annual Evaluation of Plans: EOC, EM, Life Safety	Current Plans Being Written By Cohesive	Track Progress Of New Plans	Follow Up In January Meeting
B. Annual Approval of Plans: EOC, EM, Life Safety	Current Plans Being Written By Cohesive	Track Progress Of New Plans	Follow Up In January Meeting
C. Annual Approval of Patient Safety Plan	Current Plans Being Written By Cohesive	Track Progress Of New Plans	Follow Up In January Meeting
D. Safety Officer Annual Appointment			

VI. STANDING REPORTS			
1. EQUIPMENT MANAGEMENT			
A. Preventative Maintenance Reports			
B. Events, Failures and Repairs			
C. Electrical Safety Verification Logs	Impedance Ground Testing Completed In April 2020	No Action Needed	No Follow Up Needed

2. ANNUAL HAZARDOUS VULNERABILITY ASSESSMENT (HVA)			
A. HVA Assessment Report	HVA Report Completed In March 2020	No Action Needed	No Follow Up Needed

3. EMERGENCY PREPAREDNESS			
A. Community & Hospital Drills			
B. Other EP Activities/Status			

4. UTILITIES MANAGEMENT			
A. Generator Reports	Weekly/Monthly/Annual Generator Reports Current	No Action Needed	No Follow Up Needed
B. Medical Gases Inspection	Annual Med Gas inspection completed in March 2020	No Action Needed	No Follow Up Needed
C. Boiler/Chiller Water Quality Reports	Biannual Water Quality Inspection Current	No Action Needed	No Follow Up Needed
D. Boiler Report	Daily/Annual Boiler Reports Current	No Action Needed	No Follow Up Needed

5. SECURITY			
A. Security Incidents & Risk Events	No Security Incidents Reported	No Action Needed	No Follow Up Needed

6. HAZARDOUS WASTE			
A. Exposures			
B. Disposal: Manifest Review	Disposal Manifest Compliant	No Action Needed	No Follow Up Needed

7. FIRE SAFETY			
A. Drills	Quarterly Fire Drills Current	No Action Needed	No Follow Up Needed
B. Training			
C. Fire Hazards	No Fire Hazards Reported/Investigated	No Action Needed	No Follow Up Needed
D. Fire Marshall/Fire Chief Reports	Annual fire inspection completed in March 2020 by Assisstant Fire Chief	No Action Needed	No Follow Up Needed

8. SAFETY			
A. Product Recalls & Advisories			
B. Food Recalls & Advisories	Monthly Advisory Current	No Action Needed	No Follow Up Needed
C. Safety Inspections	Safety Inspections Current--No outdated Equipment Being Used	No Action Needed	No Follow Up Needed
D. Safety Rounds & Hazardous Surveillance	Safety Rounds and Hazardous Surveillance Current	No Action Needed	No Follow Up Needed
E. Health Alerts & Advisories			
F. Patient Safety Events			

9. ENVIRONMENTAL ROUNDS/HOUSEKEEPING SERVICES			
A. Report & Action Plans	Housekeeping Quality Rounds Performed And Findings Were	No Action Needed	No Follow Up Needed

10. EMPLOYEE HEALTH/OSHA			
A. Employee Health Report			
B. OSHA Log Review			

11. NEW PRODUCTS			

12. REGULATORY COMPLIANCE: SURVEYS/FINDINGS			

13. EDUCATION & TRAINING			

14. OTHER			

VI. DISCUSSION

NURSES BREAK ROOM FLOORING REPLACEMENT HAS BEEN RESCHEDULED. PEGBOARDS FOR ER1 WILL HAVE TO BE CUSTOM MADE TO MEET OUR NEEDS. APEX MEDICAL GASES SITE VISIT HAS BEEN POSTPONED FOR NEW HEAD WALL IN ER1. ROOF OVER OR2 AREA IS NEEDING REPAIRED--CLAIM STILL PENDING--ITEM ON CITY AGENDA FOR DISCUSSION. ACTIVE SHOOTER DRILL WILL BE SCHEDULED WITH GREER COUNTY SHERIFF DEPT. ALL 15 AMP RECEPTICLES WILL BE REPLACED WITH 20 AMP THROUGHOUT HOSPITAL. RUBBER MATS IN KITCHEN REPLACED. ELECTRICAL COMING THROUGH FLOOR IN ROOM 9 NEEDS ADDRESSED. ADDITIONAL ELECTRICAL CIRCUITS AND EXIT SIGNS NEED ADDED IN COVID WING. A FEW ITEMS IN PATIENT HALL HAVE BEEN POSTPONED DUE TO COVID.

VII. ADJOURNMENT

ADJOURNMENT CALLED BY JOSEY KENMORE AT 10:27AM SECOND BY PAM ESPARZA

Submitted By

Date

Chairperson

Date