

MANGUM REGIONAL MEDICAL CENTER ENVIRONMENT OF CARE & SAFETY MEETING

DATE: 11/4/2020	TIME: 9:30AM	MARK CHAPMAN	
MEMBERS PRESENT: TANYA KNIGHT, SARAH DILLAHUNTY, MARIE HARRINGTON, PAMELA ESPARZA, JENNIFER WAXELL, MELISSA TUNSTALL, DANIEL COFFIN, LYNDA JAMES, KAYE HAMILTON (PHONE), CANDY DENNY AND MARK CHAPMAN			
TOPIC	FINDINGS/CONCLUSIONS	ACTIONS/RECOMMENDATIONS	FOLLOW/UP
I. CALL TO ORDER			
CALLED TO ORDER BY MARK CHAPMAN AT 9:30 AM			

II. REVIEW AND APPROVAL OF MINUTES
MOTION TO APPROVE MINUTES BY SARAH DILLAHUNTY SECOND BY PAM ESPARZA

III. OLD BUSINESS
A--EAST DOOR TO LOADING DOCK LEFT UNLOCKED--PLANT OPS WILL MONITOR DOOR
B--FLOORING IN NURSES BREAK AREA AND MED PREP ROOM--TILE WILL BE REPLACED WEEK OF NOVEMBER 9TH
C--NEW OXYGEN/SUCTION HEADWALL NEEDED IN ER1--APEX SITE VISIT HAS BEEN POSTPONED--CONTACTED APEX--NOT ALLOWING VENDORS INSIDE AT THIS TIME--COVID
D--NEW COVERED PEGBOARD NEEDED FOR SUPPLIES IN ER1--PEGBOARDS WILL HAVE TO BE CUSTOM MADE
E--ER DOOR BUZZER--BUZZER REPLACED AT NURSES STATION AND ADDITIONAL BUZZER PLACED IN ER AREA
F--WALL REPAIR AROUND WINDOW IN ROOM 19 HAS BEEN POSTPONED DUE TO COVID 19
G--EMERGENCY WATER SUPPLY--DELIVERED 10-16-2020
H--15 AMP RECEPTICLES--ALL 15 AMP RECEPTICLES WILL BE REPLACED WITH 20 AMP RECEPTICLES THROUGHOUT HOSPITAL--REPLACEMENT HAS STARTED
I--ROOF OVER OR2 AREA DAMAGED AND IN NEED OF REPAIR--ENGINEER CAME 10/1/2020--CLAIM STILL PENDING
J--RUBBER MATS IN KITCHEN NEED REPLACED--MATS ORDERED
K--COMPLETE ACTIVE SHOOTER EXERCISE--MANGUM POLICE DEPARTMENT RETURNING CALL WITH DATE

IV. NEW BUSINESS

V. ANNUAL BUSINESS			
A. Annual Evaluation of Plans: EOC, EM, Life Safety			
B. Annual Approval of Plans: EOC, EM, Life			
C. Annual Approval of Patient Safety Plan			
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			

2. ANNUAL HAZARDOUS VULNERABILITY ASSESSMENT (HVA)			

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

4. UTILITIES MANAGEMENT			
A. Generator Report			
B. Medical Gases			
C. Water Quality Reports			
D. Boiler Report			

5. SECURITY

A. Security Incidents & Risk Events			
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6. HAZARDOUS WASTE

A. Exposures			
B. Disposal: Manifest Review			

7. FIRE SAFETY

A. Drills			
B. Training			
C. Fire Hazards			
D. Fire Marshall/Fire Chief Reports			

8. SAFETY

A. Product Recalls & Advisories			
B. Food Recalls & Advisories			
C. Safety Inspections			
D. Safety Rounds & Hazard			
E. Health Alerts & Advisories			
F. Patient Safety Events			

9. ENVIRONMENTAL ROUNDS/HOUSEKEEPING SERVICES

A. Report & Action Plans			
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10. EMPLOYEE HEALTH/OSHA

A. Employee Health Report			
B. OSHA Log Review			

11. NEW PRODUCTS

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12. REGULATORY COMPLIANCE: SURVEYS/FINDINGS

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13. EDUCATION & TRAINING

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14. OTHER

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VI. DISCUSSION

NURSES BREAK ROOM FLOORING REPLACEMENT HAS BEEN SCHEDULED FOR WEEK OF NOVEMBER 9TH. PEGBOARDS FOR ER1 AND ER2 WILL HAVE TO BE CUSTOM MADE TO MEET OUR NEEDS. APEX MEDICAL GAS SITE VISIT HAS BEEN POSTPONED FOR NEW HEADWALL IN ER1. EMERGENCY WATER SUPPLY HAS BEEN DELIVERED. ROOF OVER OR2 AREA IS NEEDING REPAIRED--ENGINEER INSPECTED ROOF 10/1/2020--CLAIM STILL PENDING . RUBBER MATS FOR KITCHEN HAVE BEEN ORDERED. ACTIVE SHOOTER DRILL PENDING WITH MANGUM POLICE DEPARTMENT. ALL 15 AMP RECEPTICLES WILL BE REPLACED WITH 20 AMP RECEPTICLES THROUGHOUT HOSPITAL. NEW BUZZER ADDED IN ER AREA. A FEW ITEMS IN PATIENT HALL HAS BEEN POSTPONED DUE TO COVID.

VII. ADJOURNMENT

ADJOURNMENT CALLED BY PAM ESPARZA AT 10:05 AM SECOND BY CANDY DENNEY

Submitted By _____	Date _____
Chairperson _____	Date _____