

SAFETY COMMITTEE MEETING MINUTES

APRIL 6, 2009

Meeting called to order at 10:00 a.m.

Attending: John Tarnowski, Tommy Young, Chris Mogilnicki, Betty Jett, Ed Mello, Kathleen Lapcinski, Carol Butterfield, Bea Curry, Beth Burleson, Ken Robert (via conference call).

Absent: Don MacLean

Copies of the page of the By-Laws establishing the Safety Committee and copies of the Eagle Point Disaster Plan were distributed.

Responsibilities were discussed:

The primary responsibilities of Social Hall-Betty Jett; Electrical-Don MacLean; and Water-Tommy Young were established. Other responsibilities were discussed, but the reality of not knowing who would be in the Park immediately following a disaster precluded making individual assignments at this time. The Committee has a list of required assignments to be filled when a disaster occurs.

A Safety Committee Log Book should be established. Whenever the Safety Committee performs a task, and as events take place during an emergency a record should be kept of important occurrences.

With the help of John Tarnowski, the Committee reviewed the contents of the Safety Committee storage container in the Office.

A date and time should be set to review the maintenance equipment available; procedures for starting generators; and familiarizing the Committee with electrical and water shut-offs throughout the Park.

A discussion of first aid kits took place:

Carol and Beth volunteered to secure the following information:

- Where should kits be placed in the Park

- What should they contain

- How often should they be inventoried

- Establishing a resident awareness program

- They also volunteered to prepare a list of residents with medical training willing to help.

The possibility of acquiring a defibrillator was discussed. It was acknowledged that much information is required before a recommendation could be made to the Board. Carol and Beth will be working on gathering that information.

A discussion took place regarding donated supplies during a disaster; i.e. storage area,

distribution, logging supplies in and out, and who should receive donated supplies.

It was suggested that the Committee ask the residents to donate a case of bottled water at Saturday morning coffee hour.

At the next meeting the Committee will set a date for putting up the storm shutters on the Social Hall and Office.

One of the Safety Committee members should get a listing of area shelters and their classifications. Also we should request WINK News to make a presentation in the Social Hall regarding emergency preparedness and invite other area parks to attend.

The WINK Hurricane Line is on the Park website and Safety Committee meeting minutes will also be posted.

It should be established, who in the Park will have keys to the office and maintenance area (and Social Hall for that matter) during an emergency and in the absence of Park personnel.

Next meeting is scheduled for Monday, May 4, 2009.

Meeting adjourned at 11:20 a.m.