

QUARTERLY MEETINGS

Friday, February 14: 11:00 A.M.— 1:15 P.M.

Friday, May 9: 11:00 A.M.— 2:00 P.M.

Friday, August 8: 11:00 A.M.—2:00 P.M.

Friday, November 6: Annual Conference

Location for May 9th and August 8th Meetings: Coverys, 3100 West Road, Building 1, Suite 200, East Lansing, MI 48823
Phone: 800-313-5888
Mackinac Island Room

(2nd Floor, through the doors on the right)

The February 14th meeting will be a conference call only. Call in information is as follows:

1-201-479-4595 Conf. Call Code: 22775951#



MICHIGAN HEALTH CARE SAFETY ASSOCIATION

"Advocating for Safety in Health Care"

QUARTERLY MEETING MINUTES February 14, 2014

MHCSA Board

President: Ken Smith (Marsh Consulting)

Planning/Education Committee: Pierre Gonyon (Saint Joseph Mercy Hospital), Gary Schmekel (Marlette Regional Hospital), Ken Smith (Marsh Consulting)

Vice President: Janice Homola (Coverys)

Membership/Marketing: Pierre Gonyon (Saint Joseph Mercy Hospital), Gary Schmekel (Marlette Regional Hospital), Ken Smith (Marsh Consulting)

Treasurer: Sandy Allen (Coverys)

Past President: John Bolde (Munson Medical Center)

Secretary: Terry Fisk (CHE Trinity Health)

Recorder: Terry Fisk

Participants: Ken Smith, Mary Ann Northcote, Sal Catanese, Terry Fisk, Sandy Allen, Janice Homola, John Bolde, Kevin Malane, Melissa Tomlinson, Gary Schmekel, Connie Morbach (New Member), Joe Parker (New Member)

Topic	Lead	Time
I. Introductions/Welcome Ken Smith introduced and welcomed new members Joe Parker and Connie Morbach.	K. Smith	11:00—11:05 a.m.
II. Review of Minutes from Last Meeting Meetings minutes were approved for the November meeting.	T. Fisk	11:05—11:10 a.m.
III. Treasurer's Report Sandy Allen gave the Treasurer's Report. There are currently twenty seven (27) payed members compared to 45 payed members last year. Sandy reported that the current account balance is \$8484.84. The only expense reported was a renewal of the FUSE membership (\$96 for one year).	S. Allen	11:10—11:15 a.m.
IV. Planning/Education Committee Update Most of the educational topics for upcoming meetings have been confirmed and are in the final stages of planning. The May 9th meeting educational topic will be on Interim Life Safety. The new meeting site for the 2014 MHCSA onsite meetings is at Coverys, 3100 West Road, Building 1, Suite 200, East Lansing, MI 48823 (Phone: 800-313-5888) Note: Mackinac Island Room (2nd Floor).	K. Smith	11:15—11:20 a.m.

MHCSA List Serv email: mhcsa-list@mhcsa.org

Website: <http://mhcsa.org>

MHCSA MISSION: To promote and maintain "safety" as a primary function in the delivery of quality health care services.

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Topic	Lead	Time
V. Membership/Marketing Committee Update Ken Smith encourages everyone to reach out to one potential member, "Everyone to Reach One". A strategic marketing plan will be developed for the annual conference. A small subgroup (Sandy Allen, Sal Catanese, Connie Morbach, Terry Fisk) will be working with Ken to develop this plan.	K. Smith	11:20—11:25 a.m.
VI. Newsletter Terry Fisk reports that a Winter Newsletter was distributed in January. For the Spring Newsletter articles are to be sent to Terry Fisk by April 1st. It is expected that the Spring Newsletter will be sent to the membership by April 9th.	T. Fisk	11:25—11:27 a.m.
VII. New Business Ken Smith reported that we will be updating the MHCSA bylaws in 2014. We will also need a quorum and business meeting at the conference in November for elections.	All	11:27—11:30 a.m.
VIII. Roundtable & Lunch There was discussion around the expiration date for oxygen cylinders. It was noted that cylinders do have an expiration date. This needs to be provided by the cylinder distributor. Ice and water intrusion from inclement weather was discussed and the importance of emergency planning and remediation protocol. Funding for this response may be available through FEMA and/or the Health Department.	All	11:30—12:00 p.m.

Educational Session:

12:05—1:00 p.m.

Topic: "Personal Protective Equipment (PPE)" Presenter: Jenelle Thelen, Industrial Hygienist, MIOSHA
Jenelle Thelen summarized the MIOSHA PPE requirements (Parts 33 and 433). She emphasized the importance of the certification of hazard assessment and that a separate certification sheet is no longer required. She also focused on the proper selection of PPE and that equipment be designed and constructed to be safe for the work being performed. She also indicated that training will be verified through interviews and not through written documents such as sign in sheets.

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