

Safety Meeting Minutes from November 20, 2023

Those in attendance: John McCurdy, Mark Lander, Daurine Petersen, Karen Mauer, Mike Ballinger, Tracy Clark, and Dee Holtz

**Old Business:**

John and Karen will continue to update the existing Emergency Response Plan for the head office, with the new addition and the Council Bluffs office. Mike will start overlooking the existing plans and will make suggestions for changes in the new plans.

Driver accidents. Two drivers did lose incentive pay due to being involved in accidents.

One backed into a parked minivan. The other did not buckle a client in a wheelchair, he had the tie downs in place and did not get signed paperwork that she refused to have the shoulder and lap belts in place and slipped out of the wheelchair.

Erin did not feel like they needed any camera's at 1401 Sunnyside. She felt like there was enough security there in place. No camera purchased

**New Business:**

Karen will get the template that the SWIPCO board approved and get it either added to the driver manuals or into EASE on our safety plan.

Safety Vison has all the camera's installed in the new buses. Discussed having to replace the old camera's with safety vision products as Excel is out of business and the camera's are not working all the time.

Discussed that Mike will discuss with the taxi drivers if they would prefer to use a headset or earpiece that is blue toothed to their phones while driving instead of picking up the phone while driving. No driver should be writing down addresses while driving, they should pull over or write addresses down at the next stop. John, Chris, and Mike will get this information along with other information about the importance of bucking up clients in a wheelchair communicated to the ALL the drivers.

John will work with the App on the phone to see if that would help the drivers.

Michael Ballinger  
Safety Coordinator