

CAP Safety Committee

April 14, 2023

Minutes

Attendees:

Gretchen Kelly, PLEA
Keith Barnhart, Emmaus
Tamara Caldwell, Family Links
Keara Vance, Wesley Family Services
Casey Monaghan, TCV

General Discussion:

1. The committee reviewed and gave feedback on the safety survey draft. Summary as follows:
 - Give providers option to identify or not
 - give option for contact info in case we want to follow up directly with them
 - Group would like to use this tool to gather general preliminary information and then potentially do more surveys to get more granular in the future
 - The group would like to add a section for general comments of anything not captured in the instructions and body of the survey
2. Casey will now work to get this survey out to CAP; the group will use the summer to work on analyzing data and developing the workplan.
3. Keara shared success strategies they are having for 'active threat' monthly drilling at all work locations to include an organization wide drill schedule, scenarios, each location assigned a lead person, drill reports and debriefs.

Next Meeting: May 12th, 9AM via Teams.

Minutes prepared by: Casey Monaghan