



MESD PROGRAM ADVISORY

Date: January 4, 2017 1:00 – 2:15pm

Meeting Minutes

Agreement on Agenda Content/Deadline for Agenda Requests and Calendar of Meetings for Year

D Structure of meeting:

- **Future meetings set for the first Wednesday of the month, 1-3:30 pm**
- Agenda items to Wendy 2 weeks in advance, including time needed for each item
- If necessary, agenda items can be added at the start of the meeting and will be discussed if time allows
- Finalized agenda to members 1 week in advance, with electronic handouts when possible
- Meeting minutes sent to members within 1 week following meeting
- Guest speakers will be at the front end of the agenda

ξ **ATTENDING:** Lori Silverman, Centennial SD; Barbara Kienle, David Douglas SD; Lisa Grotting, MECP; John Koch, Gresham-Barlow SD; Kathy Keim-Robinson, Parkrose SD; Todd Greaves, Jeanne Swift, Margo Lalich, Ann Vrabel, Eileen Ellis, Wendy Mendez, MESD

School Health Services

Person	Time	Topic	Info Only	Discuss & Decide	Bring Back	Notes
Margo Lulich		Feedback – Health Ed Survey			X	
<p>The group reviewed the training descriptions and the proposed survey questions.</p> <ul style="list-style-type: none"> D Definitions of staff to be trained will be added to the descriptions for Medication Administration (EAs, coaches, paras, classroom staff), and to BBP (kitchen staff, coaches, custodians). Districts to define who and how many staff to train. Try to avoid last-minute, urgent requests, e.g. for a field trip or other activity. D <i>Safe Schools</i> training – meets OSHA requirements? Unsure – neither <i>Safe Schools</i> nor OSHA has definitively answered. D Who should complete the survey? – School Secretaries D Who can identify before- and after-school activities? – Principal, Assistant Principal D Transportation staff could now be included, in order to comply with the new medication administration laws. D For coaches, Athletic Activities Secretary manages training data and copies to HR. D Difficult to schedule before school starts in the fall, as staff must be paid for extra days and are booked once they come back to work. Having nurses available to schedule trainings early has been helpful. D District training needs and current practices should be on the radar of the superintendents. <p>Margo and Ann will re-work the survey to incorporate comments and will then send to district representatives for review.</p>						
Margo Lulich		Dashboard Data	X			
Data will be provided at the February meeting for July 1, 2016 - December 15, 2016 data.						
Margo Lulich		Legislative Update	X			
<p>Provided updated on LC to provide dedicated funding to support the provision of school nursing services. SB 111 and HB 2223 have been assigned to education committee.</p>						