

Safety Committee Meeting Minutes August 15, 2019

Safety meeting was called to order at 9:00 A.M. by the Committee Chairperson, Fred Richter.

Members present: Committee Chairman Fred Richter; Peggy Guzik, Secretary to the Superintendent and HR Coordinator; Jessica Watson, Jr. Sr. High School Counselor and Mark Jannone, Business Manager.

Members not present: Corrin Rockwell, Elementary Counselor; Eric Briggs, Superintendent of Schools and Jaye Chilson, Cafeteria Worker.

Minutes: Motion made to approve the minutes of the July 22, 2019 meeting. **Voice vote: All members present voted yes.**

Unresolved Old Business:

- **Student parking lot traffic pattern:** Temporary barriers have been put in place to force a change in traffic flow. The road barriers divert traffic forcing the vehicles to enter and exit the lot perpendicularly. There will be no through traffic in the two lanes closest to the High School building. We will monitor the lot to see if these measures improve the flow of traffic.
- **Band Hallway Door:** The maintenance team installed a diversion drain and catch basin to eliminate this issue.

New Business:

- **Walkthrough inspection:** Official walkthrough conducted prior to this meeting using a new checklist as recommended by our insurance company. Copy of each building's completed checklist will be kept on file.
- **Employee injuries:**
 - Maintenance employee fell while walking on sidewalk. Fractured right hand. Follow-up inspection revealed no correction necessary to prevent.
 - Maintenance employee fell while running a stripping machine on a VCT floor. Hurt left forearm but no medical necessary. Follow-up inspection revealed no correction necessary to prevent as the stripping product is needed but it does create a very potential slipping hazard.
- **Student injuries (due to a safety defect):**
 - None.

Other concerns: None

Next meeting is scheduled for **September 19, 2019 at 8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary