

Safety Committee Meeting Minutes September 19, 2019

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

Members present: Committee Chairman Fred Richter; Corrin Rockwell, Elementary Counselor; Eric Briggs, Superintendent of Schools; Peggy Guzik, Secretary to the Superintendent and HR Coordinator and Mark Jannone, Business Manager.

Members not present: Jessica Watson, Jr. Sr. High School Counselor and Jaye Chilson, Cafeteria Worker.

Minutes: Motion made to approve the minutes of the August 15, 2019 meeting. **Voice vote: All members present voted yes.**

Unresolved Old Business:

- None

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:**
 - Employee hurt arm when milk cooler door hinge failed. Hinge replaced.
 - Employee stung by a bee. Bee was offered 5 PBIS points to change his behavior.
 - Employee cut finger on file drawer. Drawer being checked for sharp edges.
 - Employee rolled ankle while walking. Determined that it was due to the shoes.
- **Student injuries (due to a safety defect):**
 - None.

Other concerns: None

Next meeting is scheduled for **October 17, 2019** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary