

Safety Committee Meeting Minutes February 18, 2021

Virtual Safety meeting was called to order at 8:10 A.M. by the Committee Chairman, Fred Richter.

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

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

Minutes: All members present voted to approve the minutes from the January 21, 2020.

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:** Reports were discussed in an effort to eliminate the root cause of the injury or devise corrective actions to prevent the injury. (F) = indicates that an investigation form was completed and is on file.

| Employee Group | Elementary Campus | High School Campus |
|-----------------------|----------------------------|---------------------------|
| Administration | None | None |
| Athletic Staff | None | None |
| Cafeteria | None | None |
| Paraprofessional | None | None |
| Professional | None | None |
| Other Support Staff | 1 Report only. Arm strain. | None |

Other concerns:

- Non-employee slipped in elem. hallway. It appears her shoes were wet from snow. Maintenance will confirm that an entry carpet is in place and if there isn't one, there will be one installed.
- Elementary student tripped on the playground and broke her arm. No correction necessary.

Next meeting is scheduled for **March 18, 2021 at 8:10 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary