**Safety Committee Meeting Minutes July 27, 2021**

Safety meeting was called to order at 9:30 A.M. by the Committee Chairman, Fred Richter. (moved from July 15)

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

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

**Minutes:** All members present voted to approve the minutes from the June 22, 2021.

**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.

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| --- | --- | --- |
| **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 medical only | 1 report only |

**Other concerns:**

None.

Next meeting is scheduled for **August 31, 2021** at **8:15** AM via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary