

## Safety Committee Meeting Minutes August 31, 2021

Safety meeting was called to order at 9:30 A.M. by the Committee Chairman, Fred Richter.

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

**Members not present:** Corrin Rockwell, Elementary Counselor and Jessica Watson, Jr. Sr. High School Counselor

**Minutes:** All members present voted to approve the minutes from the July 27, 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.

<b>Employee Group</b>	<b>Elementary Campus</b>	<b>High School Campus</b>
Administration	None	None
Athletic Staff	None	None
Cafeteria	None	None
Paraprofessional	None	None
Professional	None	None
Other Support Staff	None	1 report only

**Other concerns:**

None.

Next meeting is scheduled for **September 16, 2021** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary