

Safety Committee Meeting Minutes September 16, 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 Peggy Guzik, Secretary to the Superintendent and HR Coordinator; Corrin Rockwell, Elementary Counselor 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 August 31, 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.

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	None	None

Other concerns:

None.

Next meeting is scheduled for **October 21, 2021** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary