

Safety Committee Meeting Minutes October 21, 2021

Safety meeting was called to order at 8:15 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 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 September 16, 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	Report Only	None
Athletic Staff		None
Cafeteria		None
Paraprofessional	Report Only	None
Professional	Report Only	None
Other Support Staff	Report Only (F)	None

Other concerns:

None.

Next meeting is scheduled for **November 18, 2021** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary