

Safety Committee Meeting Minutes October 19, 2023

Safety meeting was called to order at 8:15 A.M. by the Committee Chair, Fred Richter.

Members present: Fred Richter, Committee Chairman; Dr. Amy Martell, Superintendent of Schools; Corrin West, Elementary Counselor; Brandie Frye, Secretary to the Superintendent & HR Coordinator and Mark Jannone, Business Manager.

Members not present: Asti Tillotson, Food Service Director; Jessica Watson, Jr. Sr. High School Counselor.

Minutes: By roll call, all members present voted yes to approve the minutes from the September 21, 2023 meeting.

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	1 Report Only	None
Professional	1 Report Only	None
Other Support Staff	None	1 Medical (from training)

Other concerns:

None.

Next meeting is scheduled for **November 16, 2023** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary