

Safety Committee Meeting Minutes February 15, 2024

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

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

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

Minutes: By roll call, all members present voted yes to approve the minutes from the January 25, 2024 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	None	None
Professional	None	None
Other Support Staff	None	None

Other concerns:

- CM Regent has clarified that the safety committee annual training that we participate in is for the CURRENT year so we will need to start doing our annual training after July 1st to be compliant for the each current school year.

Next meeting is scheduled for **March 21, 2024 at 8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary