

## **Safety Committee Meeting Minutes March 20, 2025**

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; Brandie Frye, Secretary to the Superintendent & HR Coordinator; Asti Tillotson, Food Service Director and Mark Jannone, Business Manager.

**Members not present:** Corrin West, Elementary Counselor.

**Minutes:** By roll call, all members present voted yes to approve the minutes from the February 27, 2025 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.

<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	None

### **Other concerns:**

- Reminded committee members to complete the annual safety. A link to the training dates and times was sent to the members.

Next meeting is scheduled for **April 17, 2025** at **8:15** AM via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary