

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, December 12, 2011
3:15 p.m.
DISTRICT CENTER**

AGENDA

ROUTINE BUSINESS

- **Introductions (new members)**
- **Review and Approve Previous Minutes**
- **Agenda Review & Agenda Additions**

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

- 1. Report of Injuries/Illnesses; Review of Accidents, Incidents & Near Misses (Lindsey Bennett)**
- 2. Report on Health & Safety Action Items (Tom Foley, Debbie Green)**

Completed H&S Calendar Action Items: September-November

- Conduct mock OSHA inspection at CHHS - *completed*
- Check status of ClarityNet training – *reminders sent out by HR*
- Review and update written programs - *completed*
- Verify MSDS books are up to date (*Cooks – completed, Pool - completed, Custodians – product changeover in progress, Tech Ed – in progress*)
- Update web site safety information - *completed*
- Request classroom safety audits (Sci, Tech Ed, Art) - *requested*
- Conduct Lockout-Tagout training (*completed*)

Action Items In Progress or Scheduled for December-January

- Conduct mock OSHA inspection at CA, Highland, North Park & Valley View
- Conduct Confined Space Entry training for Lead Custodians
- Conduct respirator fit testing for respirator use with Pool Chemicals
- Schedule IAQ classroom checks
- Complete 6-month AED checks
- HR to report on district employee training status
- Provide updated BBP handouts/clinic information to Mark Corless
- Renew hazardous waste licenses for CA and CHHS
- Schedule Spring departmental safety meetings (Sci/Tech Ed/Art)
- Perform 6-month asbestos re-inspections/repairs

NEW COMMITTEE BUSINESS:

NEXT SCHEDULED MEETING:

1. February 6, 2012

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
October 10, 2011
3:15 p.m.
DISTRICT CENTER**

MINUTES

MEMBERS PRESENT

Tom Foley, Craig Larson, Diane Scully, Claire Burgoyne, Jodi Gadiant, Corliss Johnson, Elizabeth Bruchu, Bryan Hennekens, and Debbie Green (AES).

ROUTINE BUSINESS

**Review and Approve Previous Minutes
Agenda Review & Agenda Additions**

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

Tom Foley, Debbie Green, Elizabeth Bruchu

- 1. Report of Injuries/Illnesses; Review of Accidents, Incidents & Near Misses
(Elizabeth Bruchu)**

- 2. Report on Health & Safety Projects and Action Items (Tom Foley, Debbie Green)**

CONTINUED/NEW COMMITTEE BUSINESS:

- Tom Foley summarized considerations/future plans for North Park turnaround.
- Committee members reviewed and approved committee goals for 2011-12.
- Tom Foley explained ongoing maintenance of water coolers located in offices and lounges.
- Elizabeth Bruchu commented on the status of ClarityNet training. HR gives new employees 30 days to complete the training after they are hired. She reported that the Superintendent is planning to enforce disciplinary action for employees who don't complete their ClarityNet training modules.

NEXT SCHEDULED MEETING/S:

Meeting schedule for 2011-12

- October 10, 2011
- December 12, 2011
- February 6, 2012
- April 9, 2012