

## ISD #13 DISTRICT SAFETY COMMITTEE MEETING

Monday, October 21, 2013

3:15 P.M.

DISTRICT CENTER

AGENDA

### ROUTINE BUSINESS

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

### ANNOUNCEMENTS & STATUS OF ACTION ITEMS

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1. **Report of Injuries/Illnesses; Review of Accidents, Incidents & Near Misses (Elizabeth Bruchu)**
2. **Report on Health & Safety Action Items (Tom Foley)**

#### Recently Completed Calendar Action Items

- Submitted H&S materials to Board
- Updated Clarity Net database with new employees
- Custodians completed annual H&S training
- Provided DOT information review to District Nurse for sharps delivery
- Conducted annual playground safety inspections
- Completed asbestos 6-month inspections
- E-mailed BBP summary information and reminder to Supervisors (HR)
- Provided annual notification to staff and parents of Asbestos, IAQ and IPM Programs (through annual calendar)

#### Upcoming Action Items in Progress or Scheduled for October-December

- E-mail Clarity Net reminder to Supervisors (HR)
- Update website safety information
- Schedule annual aerial lift training for Custodians
- Conduct 5-year lead in water testing
- Schedule 90-day radon testing for occupied spaces at or below ground level
- Request classroom safety checks and departmental meetings with Science/Tech Ed/Art
- Conduct mock OSHA audits, all buildings

### NEW BUSINESS:

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- **Discuss training mandated by MN OSHA by December 1, 2013** – District added new training module to ClarityNet which covers required employee training on Globally Harmonized System (GHS) of hazard classification, labeling and Safety Data Sheets
- **Discuss Committee Goals and Objectives**

### Upcoming Meetings:

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Oct 21<sup>st</sup>, Dec 16<sup>th</sup>, Feb 24<sup>th</sup>, and April 21<sup>st</sup>

**ISD #13 DISTRICT SAFETY  
COMMITTEE MEETING  
Monday, April 15, 2013  
3:15 p.m.  
DISTRICT CENTER**

<b>MINUTES</b>
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**ROUTINE BUSINESS**

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

**ANNOUNCEMENTS & STATUS OF ACTION ITEMS**

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

**Recently Completed Calendar Action Items**

- Custodians completed aerial lift operator training (presented by United Rental)
- Updated Pool and Tech Ed MSDS Books
- Completed classroom safety audits and held safety meetings with Science and Tech Ed teachers
- Performed Indoor Air Quality Classroom checks (district-wide)
- Completed 6-month asbestos re-inspection and repairs
- Set up vendor arrangements for FA/Blood Spill Kit supplies
- Conducted 6-mo AED checks (Vikki LeClaire)
- Transported 4-gallon sharps biohazard containers to Unity for disposal (Joanne Larson)
- Completed annual audiometric exams for Grounds employees and Tech Ed, PE, and Music Teachers.
- Completed annual respirator fit testing and training for custodians assigned to wear respirators.

**Upcoming Action Items in Progress or Scheduled for April -May**

- Schedule safety meeting and classroom audits with Art teachers
- Schedule hazardous waste evaluation and pick up
- Check/report on status of ClarityNet training
- Audit routine checks (high lead faucets, fire extinguishers, eyewash/showers)
- Distribute safety shoe vouchers
- Assess rooftop fall hazards for additional railing needs
- Issue annual heat stress reminder

**NEW BUSINESS:**

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**NEXT SCHEDULED MEETING:**

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TBD