

ISD #13 DISTRICT SAFETY COMMITTEE MEETING
Monday, February 23, 2015
3:15 P.M.
DISTRICT CENTER
AGENDA

ROUTINE BUSINESS

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

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

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

Jan. – Mar. Health & Safety Action Items in Process or Completed

- Bldg. Ops. to renew district's County hazardous waste license and post
- AES to perform 3-year asbestos re- inspection/repair
- MedCompass to conduct annual hearing tests and annual respirator fit tests (1/26/15)
- District Nurse to deliver sharps containers to Unity for disposal. (AES to provide refresher training/information to District Nurse on DOT specification for staff transport of sharps containers.)
- Bldg. Ops. to review results from IAQ classroom checks
- HR to post OSHA 300A Summary (2/1-4/30)
- Bldg. Ops. to submit 312 Report to ERC/Fire Dept online (E-plan).
- HR to assess training status for employees assigned to complete SafeSchools modules
- Bldg. Ops. to distribute safety shoe vouchers
- District Nurse to oversee 6-month AED checks

DISCUSSION ITEMS AND NEW BUSINESS:

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Upcoming Meetings:

- **April 20, 2015**

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, December 15, 2014
3:15 p.m.
DISTRICT CENTER**

MINUTES

ROUTINE BUSINESS:

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

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

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

Oct. – Dec. Health & Safety Action Items Completed or in Process

- *Conduct Lead Custodian refresher and update procedures for hazardous energy control/ lockout-tagout*
- *Perform Indoor Air Quality classroom checks*
- *Schedule classroom safety checks and meetings by department (TechEd, Science, Art)*
- *Report on district SafeSchools training status (HR)*
- *Conduct annual “mock OSHA” walk throughs*
- *Check on status of Safety Data Sheet books (Custodial, Pool, Tech Ed, Food Service)*
- *Audit routine checks of preventive maintenance items (high lead faucets, fire extinguishers, eyewash/showers, emergency lights)*

DISCUSSION ITEMS AND NEW BUSINESS:

- *Tom Foley reported on use of the Heights News to publicize employee reminders about winter hazards. SFM resource materials will be rotated on a monthly basis during the winter.*
- *Joanne Larson gave status report from Health Offices related to blood clean up, disinfection and disposal. Tom Foley described options for stocking red bag containment/disposal boxes supplied by medical waste management vendor.*
- *Tom Foley discussed possibility of purchasing a charged water cleaning system for Custodians.*
- *Elizabeth Bruchu described alternative online safety training available from RAS.*

Upcoming Meetings:

- **February 23, 2015**
- **April 20, 2015**