

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, December 13, 2010
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

Tom Foley, Debbie Green, Lindsey Bennett

**1. Report of Injuries/Illnesses; Review of Accidents, Incidents & Near Misses
(Lindsey Bennett)**

2. Action Items

Report on Action Items due September - November (Tom Foley, Debbie Green)

- Complete UST cathodic protection test (Determan) - *completed (next due 8/2013)*
- Conduct weekly playground checks (Grounds) – *implemented by T. Foley*
- Update PPE lists/provide PPE (AES) - *completed*
- Schedule hands-on LOTO/CSE training for Lead Custodians (T. Foley, AES) - *completed*
- Check status of fall Clarity Net training & issue reminders (HR) – *completed (L. Bennett to send out another reminder in December)*
- Request/conduct Fall safety audits (Art/Science/Tech Ed) - *completed*
- Conduct mock OSHA inspections at CHHS, CMS, Highland (T. Foley, AES – *in progress*)
- Schedule annual hearing tests and training (Grounds employees) – *in progress*
- Begin annual IAQ classroom checks (AES) – *in progress*
- Conduct 6-month AED checks (Health Office) - ?
- Arrange mid-year haz. waste disposal (T. Foley/UofM) - *completed*
- Ann Resp. Fit Testing, Training & Program Review (Continental/AES) – *in progress*

Report on Upcoming Action Items due December – February (Tom Foley, Debbie Green)

- Report on district employee training status (HR)
- Conduct mock OSHA inspections at North Park, Valley View (T. Foley, AES)
- Arrange 3-yr. Bobcat w/forks training for Tom, Gary, Ron, Keith (Tri-State Bobcat)
- Provide updated BBP handouts to Mark Corless for coaches' training (AES)
- Renew VSQG hazardous waste licenses for the district and post (T. Foley)
- Request departmental safety meetings with Science, Tech Ed & Art (AES)
- Conduct 6-mo asbestos re-inspection and oversee repairs (AES)

NEW COMMITTEE BUSINESS:

NEXT SCHEDULED MEETING:

- Monday, February 14, 2011 District Center 3:15 p.m.

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
October 18, 2010
3:15 p.m.
DISTRICT CENTER**

MINUTES

ROUTINE BUSINESS

Introductions (new member: Bryan Hennekens)
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)
Lindsey Bennett reported on all incidents since the last meeting.

- 2. Report on Past Action Items - May-August (Tom Foley, Debbie Green)**
Report on Upcoming Action Items – September-October (Tom Foley, Debbie Green)

NEW COMMITTEE BUSINESS:

1. Vote on Goals – the committee approved the goals without change from last year.
2. Recent Lockdown – Bryan Hennekens discussed recent lockdowns and communication problems. Rynetta Renford will go over the district Crisis Plan with the cooks and will verify that there is a written Crisis Plan in each district kitchen.
3. Committee members reported that Clarity Net training has gone more smoothly this year than last year. The assistance provided by Sherry Beyer during employee training sessions in computer labs has been especially helpful.

NEXT SCHEDULED MEETING/S:

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| • Monday, Dec. 13, 2010 | District Center | 3:15 p.m. |
| • Monday, Feb. 14, 2011 | District Center | 3:15 p.m. |
| • Monday, April 11, 2011 | District Center | 3:15 p.m. |