

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, February 14, 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

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 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, Shawn (Tri-State Bobcat) - *completed*
- 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)
- Update written lockout/tagout procedures

- Post OSHA 300 logs
- Submit 312 report to ERC/Fire Dept. online
- Verify daily faucet flushing of any remaining high lead fixtures.
- Verify weekly eyewash/shwr. checks
- Verify monthly fire ext. inspecs.
- Complete annual ClarityNet training
- Distribute safety shoe vouchers (designated employees only)

Report on Upcoming Action Items due March – April

- Review district-wide F/A kit maintenance
- Evaluate performance of local exhaust ventilation/fume hoods (Spring Break)
- Schedule annual hands-on aerial lift operator training & boiler fall protection training

- Review Custodial blood spill kit maintenance
- Conduct/request spring safety audits by depts. (Science/TechEd/Art)
- Remind CHOs/Tech/Art about haz. waste disposal options through UofM

NEW COMMITTEE BUSINESS:

NEXT SCHEDULED MEETING:

- Monday, April 11, 2011 District Center 3:15 p.m.

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

MINUTES

MEMBERS PRESENT

Barbara Terrell, Craig Larson, Lindsey Bennett, Michele DeWitt, Rynetta Renford, Corliss Johnson, and Debbie Green (AES) for Tom Foley.

ROUTINE BUSINESS

Introductions (if guests or 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)**

Lindsey Bennett reported on all incidents since the last meeting.

2. Report on Past Action Items - September-October (Tom Foley, Debbie Green)

Status reports were available on all Action Items except 6-month AED checks. D. Green to follow-up with Joanne Larson and Vikki LeClaire.

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

NEW COMMITTEE BUSINESS:

1. R. Renford asked for clarification on whether there is asbestos on wiring in the ceiling of the walk-in freezer at North Park. T. Foley to follow-up.
2. The committee discussed the need for improved accident investigations and follow-up. R. Renford suggested improving the Supervisor Investigation Form. D. Green to discuss issues with T. Foley. Committee plans further discussion at next meeting.
3. D. Green to present summary of OSHA criteria for recordability at next committee meeting.

NEXT SCHEDULED MEETING/S:

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