

ISD #13 DISTRICT SAFETY COMMITTEE MEETING
Monday, October 16, 2017
3:15 P.M.
DISTRICT CENTER
AGENDA

ROUTINE BUSINESS

- **Welcome New Committee Members**
- **Review and Approve Previous Minutes**
- **Review Agenda & Agenda Additions**
- **Discuss Draft Committee Goals for 2017-18 and Vote on Approval**

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

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

Report on Status of Action Items Scheduled for July – September

- Complete annual update of SafeSchools database (HR)
- Send out SafeSchools training reminders (HR)
- Send out Bloodborne Pathogens information to supervisors (HR)
- Arrange annual extinguisher maintenance (T. Foley)
- Arrange annual preventive maintenance on ventilation equipment. Test alarms/sprinkler systems (T. Foley)
- Perform 6-mo. asbestos inspections and repair (ATC: 7/2017)
- Arrange 5-year bleacher checks (T. Foley)
- Arrange annual playground safety inspections and repairs (T. Foley, ATC:8/2017)
- Oversee SafeSchools training for Custodians (T. Foley, D. Green: 8/10/2017)
- Provide ann. asbestos/IAQ/IPM notification to staff, parents (T. Foley oversees updates for online posting in Back to School Guide)
- Provide initial/annual hearing tests and training for Music/Tech Ed/PE teachers and Grounds employees in Hearing Conservation Program, 8/31/17 (T. Foley/D. Green)
- Order needed personal protective equipment (PPE) for new employees (T. Foley/D. Green)
- Check supply of BBP exposure packets in Dist. Nurse's Office (T. Foley, D. Green)
- Schedule annual Lockout-Tagout training for Lead Custodians, (T. Foley, D. Green)
- Schedule annual exhaust ventilation system checks in Science, Tech Ed, and Art classrooms (ATC: 11/2017)

DISCUSSION ITEMS AND NEW BUSINESS:

Upcoming Meetings:

December 18, 2017

February 26, 2018

April 16, 2018

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, April 17, 2017
3:15 P.M.
DISTRICT CENTER
MINUTES**

ROUTINE BUSINESS

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

ANNOUNCEMENTS & STATUS OF ACTION ITEMS

- **Report on Injuries/Illnesses; Review Accidents, Incidents & Near Misses (HR)**
- **Report on Health & Safety Action Items (T. Foley/D. Green)**

Health & Safety Action Items: April/May

- *Report to Safety Committee on results of Indoor Air Quality Classroom Checks (T. Foley, D. Green)*
- *Meet with Science and Art Department teachers to discuss classroom safety (T. Foley, D. Green)*
- *Remind CHOs/Tech Ed/Art Teachers about hazardous waste (T. Foley, D. Green)*
- *Hoist & jack inspections due (T. Foley)*
- *Complete SDS binder updates for Cooks, Custodians, Pool Chemical Room (T. Foley, D. Green)*
- *Review and update written programs (D. Green)*

NEW BUSINESS

- *Noise testing for hand dryers (T. Foley, D. Green)*

UPCOMING MEETINGS:

TBD (Fall, 2017)