

ISD #13 DISTRICT SAFETY COMMITTEE MEETING
Monday, December 19, 2016
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 on Injuries/Illnesses; Review Accidents, Incidents & Near Misses (HR)**
- 2. Report on Health & Safety Action Items (Tom Foley/Debbie Green)**

Health & Safety Action Items: October - January

- Update website information on Safety Committee meetings (S. Beyer/D. Green)
- Schedule annual Genie lift inspection by vendor (T. Foley)
- Schedule annual exhaust ventilation checks by vendor (AES, Inc.)
- Conduct Indoor Air Quality classroom checks by vendor (AES, Inc.)
- Report on district training status for SafeSchools (HR/Tom Foley)
- Conduct “mock OSHA” audits and check Safety Data Sheet binders for Custodians, Swimming Pool, Tech Ed, Art (T. Foley & D. Green)
- Schedule Spring meetings with Science, Tech Ed, Art Departments (T. Foley & D. Green)
- MedCompass to conduct annual hearing tests and respirator fit testing on 1/27/17
- 6-month asbestos re-inspection (AES, Inc.) and repair by licensed abatement contractor
- Renew Very Small Quantity Generator License and post (T. Foley)

DISCUSSION ITEMS AND NEW BUSINESS:

UPCOMING MEETINGS:

February 27, 2017
April 27, 2017

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, October 17, 2016
3:15 P.M.
DISTRICT CENTER**

MINUTES

ROUTINE BUSINESS

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

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)**

Health & Safety Action Items Planned for July – September

- *Complete annual update of SafeSchools database (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 (3-year due 7/2018) (AES, Inc.)*
- *Schedule annual exhaust ventilation system checks in Science, Tech Ed, and Art Rooms (T. Foley, AES, Inc.)*
- *Arrange annual playground safety inspections and repairs (T. Foley, AES, Inc.)*
- *Conduct annual Lockout-Tagout training for Lead Custodians, 9/21/16 (T. Foley, D. Green)*
- *Revise SafeSchools training tip sheet and send out SafeSchools reminders (HR)*
- *Send out Bloodborne Pathogens information to supervisors (HR)*
- *Check supply of BBP exposure packets in Dist. Nurse's Office (D. Green)*
- *Provide ann. asbestos/IAQ/IPM notification to staff, parents (T. Foley)*
- *Notify new Music/Tech Ed/PE teachers about Hearing Conservation Program & January hearing tests, 1/27/17 (T. Foley/D. Green)*

DISCUSSION ITEMS AND NEW BUSINESS:

- *T. Foley to discuss problems associated with donations of cleaning products, etc.*
- *D. Green to summarize information sent to MS & HS Art Teachers regarding dry clay dust hazards.*

Upcoming Meetings:

December 19, 2016

February 27, 2017

April 27, 2017