

ISD #13 DISTRICT SAFETY COMMITTEE MEETING
Monday, May 14, 2018
3:15 P.M.
DISTRICT CENTER
AGENDA

ROUTINE BUSINESS

- **Welcome**
- **Review Previous Minutes**
- **Review 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 (Brian Thoennes & Debbie Green)**

Report on Status of Action Items Scheduled for April - May

- Larson Engineering to complete 5-year bleacher checks (B. Thoennes)
- SMI to complete annual Genie lift inspection & hoist and jack inspections for Bus Garage & Tech Ed (B. Thoennes)
- Meet with CHHS & CA Art Teachers (B. Thoennes & D. Green)
- Continue annual Lockout-Tagout walkthroughs for Lead Custodians and order needed supplies (B. Thoennes & D. Green)
- Conduct “mock” MNOSHA audits - including physical audits, checks of SDS binders & checks for required MNOSHA postings (B. Thoennes & D. Green)
- Deliver Health Office sharps containers to Unity (District Nurse)
- Review/update written health and safety programs (D. Green)
- UofM to evaluate and pick up hazardous waste – as needed (B. Thoennes & D. Green)

DISCUSSION ITEMS AND NEW BUSINESS:

- Following up on Fire Marshal’s Inspections (B. Thoennes)

UPCOMING MEETINGS:

To be determined (Fall 2018)

**ISD #13 DISTRICT SAFETY
COMMITTEE MEETING
Monday, February 26, 2018
3:15 P.M.
DISTRICT CENTER**

MINUTES

ROUTINE BUSINESS

- *Welcome New Committee Members*
- *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 (Brian Thoennes/Debbie Green)*

Report on Status of Action Items Scheduled for February-April

- *Arrange 5-year bleacher checks by vendor (B. Thoennes to check records and schedule if needed)*
- *Arrange annual Genie inspection by vendor (B. Thoennes to schedule with United Rentals)*
- *Arrange hoist and jack inspections for Bus Garage & Tech Ed (B. Thoennes to schedule with SMI)*
- *Distribute classroom safety checklists and schedule safety meeting with CHHS & CA Art Teachers (to be scheduled by D. Green)*
- *Schedule annual Lockout-Tagout training for Lead Custodians (to be scheduled by B. Thoennes and D. Green)*
- *Conduct “mock” MNOSHA audits - including physical audits, checks of SDS binders & checks for required MNOSHA postings (to be scheduled by B. Thoennes and D. Green)*
- *Post OSHA 300A Summary (2/1-4/30/18) (HR completed by 2/1/2018)*
- *Submit 312 Report to ERC/Fire Dept. online (E-plan) (B. Thoennes submitted report online 2-15-18)*
- *Distribute safety shoe vouchers (B. Thoennes to arrange with Chet’s Shoes)*
- *Remind Science/Tech Ed/Art/Custodians about hazardous waste disposal options (B. Thoennes and D. Green to coordinate waste disposal with teachers/custodians through UofM Chemical Safety Day program.)*

DISCUSSION ITEMS AND NEW BUSINESS:

- *Report on Fire Marshal’s Inspection (B. Thoennes to summarize and discuss)*

UPCOMING MEETINGS:

April 16, 2018