

###### Workplace Safety Committee

**October 18, 2022**

** District Service Center**

**3:15 PM (via) Zoom**

# Minutes



|  |  |  |  |  |  |
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| **EMPLOYER MEMBERS** | | **EMPLOYEE MEMBER** | | | |
| X | Dan Egly, Chairperson | **X** | Vicki Bair (Rec. Secretary) | X | Michele Machmer |
| **X** | Brian Bubb | **X** | Andrew Baker | X | Jess McCoy |
|  |  | AB | Mike Knight | AB | Noah Bower |
|  |  | X | Matt Little | X | Kyle Winton |

##### Welcome: A warm welcome was provided by Dan to those in attendance at the meeting.

##### Minutes: The minutes of the September 20, 2022 meeting were reviewed.

Motion: Andrew Baker Second: Michele Machmer

Yes: All in favor to approve the minutes

No: None

Absent: Mike Knight and Noah Bower

Result: Minutes were approved

##### Occupational Injuries: There were a couple this month to report. One was related to cafeteria employee spilling hot water on her foot when dropping a pan. An incident report was completed and new procedures were put into place that this should not happen again. The other was a fractured ankle from stepping off the sidewalk. An incident report was completed. Both employees are reported to be fine and are back at work.

*IV.*  Building Project Update: Dan provided the Committee an update on the building project.

The Schick kitchen is fully functional now. There were a couple of items that needed fixed

and were addressed. There was a community wide meeting held with the following people

invited: LTSD Administration, a couple Township Supervisors, EMS, two board members, Mike Knight and Mr. Bubb. They toured the construction site. The construction site was well lite and access to these areas will be shut down during the night.

*V.*  Membership: Looking for additional members to sit on this committee. Ashley Sekel and Rachel Ackerman showed some interest and will try to join our next meeting. Also, looking

for a high school representative to join this Committee.

*VI*. Updates:

School Operations Update: Mr. Bubb addressed a safety concern with students in

the MS/HS buildings until 10:30pm at night. There was some discussion about a new keyless system for entry into the buildings. Possibly within the next two years the buildings will have a keyless entry and in specific locations. Also, Mr. Bubb brought up the bad weather (snow removal) situation with the construction and parking for faculty and students in the back parking lot of the middle school. Other discussion was on the safety of our building windows and weather someone could see into the rooms with our safety film in place. Mr. Bubb advised the Committee that you can not see into the classroom during daylight with this safety film.

School Police Update: Entrance to the buildings is very important. We need to be more aware when entering our buildings. We had this situation at one of the buildings where an irate parent came who looking for a teacher and followed an employee into the building. Please make sure if you see someone unfamiliar to stop them and ask why they are in the building. Additionally, Dan advised the Committee that PSP from Harrisburg will be here to check on safety measures at our facilities. They will provide us with recommendations on safest and best practices.

*VII.*  Good of the Order: Seeing no other issues the meeting was adjourned.

*VIII.* Next Meeting: November 8, 2022 @ 3:15pm

*VIIII.*  Adjournment @ 3:41p.m.

*Submitted by:*

*Vicki Bair*

*Recording Secretary*