

###### Workplace Safety Committee

**November 22, 2022**

** District Service Center**

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

# Agenda



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

##### Welcome: Dan Egly welcomed all those in attendance for coming to our meeting.

##### Minutes: The minutes of the October 18, 2022 meeting were reviewed and a motion was made to accept.

Motion: Matt Little Second: Noah Bower

Yes: All in favor to approve the minutes.

No: None

Absent: Brian Bubb, Andrew Baker, Mike Knight and Jess McCoy

Result: Minutes were approved.

##### Occupational Injuries: We had 2 inquiries reported. One injury didn’t turn into anything. However, a report was filed when an employee was bitten by a student. The second injury occurred when the Township borrowed our bucket truck to use for hanging lights at Sally Mae Park. The bucket has safety features on it with a pin and the pin somehow got pulled and employee (from Township) fell from 15 feet in the air and was injured pretty badly. Nothing came from the negligence of the employee’s part. However, a worker’s compensation claim on the Township was filed. New procedures were created and we will require to have the employee using the borrowed equipment sign an affidavit indicating they were trained to use this type of equipment.

*IV.*  Building Project Update:

* Communications went out to all parents/guardians on new directions at Schick.
* Schick is back to two drop-off/pick-up lanes in the back parking lot of building. This took a little practice for parents to go back to, but all is working well now.
* HS/MS traffic will continue to stay one lane until Spring. Only one car line from Fredna Ave.
* It was reported that a fire alarm went off at the HS/MS building and was triggered by the construction. Mr. Bubb investigated the cause and notified the construction people when welding some smoke was detected by smoke alarms. Students were evaluated from building during this time and then returned. It was brought to the Committee’s attention by Mr. Baker that the buses started leaving as students were still out around bus garage. A new plan was put into place that all bus drivers will be held during this time until given the “all clear” sign meaning, students are cleared from this area.

*V.*  Workplace Safety Committee Training Webinar: Make sure to register to take this

training. Dan will send out to group, webinars as he gets them. It is only required for

Committee members to participate in one of these webinars for our insurance discount.

Remember to complete one of these and print out your certificate.

*VI*. Updates:

School Operations Update:

* Mr. Bubb is covering at Schick, so Dan updated us with

new things happening in the buildings. There was some concern to safety of students leaving the building for recess/gym at Schick with equipment blocking doors that might cause a safety issue. This was looked at and determined that the equipment does not impede the doors, but will have the principals review this.

* We have 2 new custodians starting @ Schick. Mike Logenslager and Mark Worthington will be replacing Tim Stahl (who is retiring in December).
* Change of seasons brings awareness of proper foot wear with snow and ice for winter months.

School Police Update:

* A Community Safety Meeting was held on Monday, November 21, 2022.
* There were concerns by parents brought up on the construction project. It was suggested that a permanent wall be built to protect student leaving t he building into cars at Schick. This was reviewed and determined a wall would not work. However, will look into ballads post to prevent cars from running up over sidewalk and injuring anyone.

*VII.*  Good of the Order: Hearing no other concerns at this time the meeting was adjourned.

*VIII.* Next Meeting: December 13, 2022 @ 3:15pm via Zoom

*VIIII.*  Adjournment @ 3:39 p.m.

*Submitted by:*

*Vicki Bair*

*Vicki Bair*

*Recording Secretary*