

###### Workplace Safety Committee

**June 11, 2024**

** District Service Center**

**3:15 P.M. (via) Zoom**

# MINUTES



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

##### Welcome: Dan welcomed everyone to the meeting.

##### Minutes: May 21, 2024 minutes were reviewed and a motion to accept was made.

Motion: Andrew Baker Second: Michele Machmer

Yes: All in favor to accept the minutes

No: None

Absent: Brian Bubb and Mike Knight

Result: The minutes were approved

##### Occupational Injuries: There were no injuries to report.

*IV.* May 22nd Emergency Drill:

On Wednesday, May 22, 2024 an emergency drill was held at both campus of the LTSD.

After the drill was completed, the administration and police officers convened to access what went right vs what went wrong to prepare in case of an event this like were to happen. Some of the suggestions for improvement are listed below.

* Improvement to our radio communication. The radios were purchased many years ago, somewhere around 2014. Should the district look into making a large investment in purchasing new radios. Do we need to just work through how the talk over the radios works? There is a need to work on better radio communications.
* Location of where we dismiss. Schick student dismiss to Liberty building. Moving forward, we need to make sure to identify where to go during this drill on each campus.
* Identify the exact location of threat. This will help and location of where to dismiss.
* Making sure the student/staff outside the buildings know this event is happening. Mr. Baker wondered if the alarms are able to be heard outside the buildings.
* The accountability piece. Who accounts for all the students? Do we complete papers for head counts with runners to account for all staff and students? Also, we need to incorporate the food service staff in this emergency drill.

*V.* Safety Security Grant:

One part of the Safety Security Grant is applying protective film on all windows on the entry areas of new entry areas. Dan is looking into getting quotes for cost. The district is looking into purchasing a couple more radios.

*VI*. Updates:

School Operations Update: None to report

School Police Update: The district has a new police officer starting next week.

*VII.*  Good of the Order: Dan thanked everyone for their time and enjoy your summer.

*VIII.* Next Meeting: July 23, 2024 @ 3:15 p.m. via Zoom (unless notified differently)

*VIIII.*  Adjournment @ 3:31p.m.

Submitted by: Vicki Bair

Recording Secretary