

Safety Committee Meeting Minutes

Date: November 4, 2021

Time: 2:30pm

Mohawk Board Room

1. Call to Order - Done
2. Roll Call - Done
3. Reading and Approval of minutes from September 30, 2021 - Done
4. Review of Rolling Actions Report - Done
 - Communications (temp. reporting method) -Suggestion to put on HR Website
 - Workers Comp Packet on HR webpage
 - Assign checklists - Suggestion to have each area make a checklist (bus garage, boiler room, cafeteria)
5. Review of Safety Inspection Reports - None to report at this time
6. Review of accidents and any corrective measures
 - Bee Sting of Bus Driver - Staff responded by looking for hives/nests on school grounds
 - Twisted knee of police officer - Not preventable or fault of school
 - Student struck bus monitor (X2) - Staff addressed the issue with appropriate safety measures for students. The maximum safety guidelines have been taken by the school. The next step is a third party means of transportation.
 - Grace Willett (guest, can not vote and can not count as quorum)
 - No fill-ins for members for quorum -Suggestion to expand the committee numbers to meet meeting requirement quota for district
7. Special topics
 - Tom Hornor - Will talk to HR about certifications and district guidelines
 - Google Meetings (note in minutes)- Let Chair know if you will attend meetings remotely and need to note in minutes who attended remotely.
 - Open to guests/non voting- Notify staff one week prior to a meeting that they can attend. Grace Willett will be an every week guest.
 - Monthly Safety Tip- Safety Committee will send out a safety tip to all staff each month.
 - Survey
 - Chairperson (agenda, Follow Agenda, everyone heard)- Nominated Fred Puglia to be chairperson for one year term.
 - Posting minutes- Will be posted on the Safety Committee website.
 - Technical Assistance Manual
8. Recommendations to Administration- None. Action already taken on WC claims in regards to Van and not really any safety recommendations for twisted Knee.
9. Set next meeting date- 11/22-2021
10. Adjournment- Done