

## Safety, Health & Wellness Committee 2022-2023

### MEETING MINUTES - March 15, 2023

All Meeting Minutes and Materials from the meetings can be found online under -  
Departments - Facilities & Maintenance - FGSD Safety, Health & Wellness Committee  
([https://www.fgsdk12.org/apps/pages/in.dex.jsp?uREC\\_ID=1374700&type=d&pREC\\_ID=1572736](https://www.fgsdk12.org/apps/pages/in.dex.jsp?uREC_ID=1374700&type=d&pREC_ID=1572736))

Building/Dept	Primary	Alternate	Attendance
Cornelius Elem	Cynthia Abad Cuevas	Dolores Francisco	
Dilley Elem	Stacy Schoen	John Allen	✓
Echo Shaw Elem	Natasha Day	Aislinn Collins	✓
Fern Hill Elem	Brenda Houser	Bonnie Hardwick	✓
Oak Grove Academy	Christa Slaughter		✓
Harvey Clarke Elem	Tom Nims	Troy Fisher	
Joseph Gale Elem	Amy Harlow	Mariela Mireles	✓
Neil Armstrong MS	Dino Andrade	Chris Martin	✓
Tom McCall Upper Elem	Julie VanBemmel	Danyelle Thomas	✓
Forest Grove High School	Christina Mora	Doug Thompson	
CALC	Jenny Acosta	Tim Graham	
Special Education	Kirstin Le	Kim Shearer	
Nurse	Kathy Lundquist		✓
Director of Facilities	Mark Hughes		✓
Sodexo Custodial	Randy Edmiston		✓
Grounds	Brad Bafaro		
Business Office	Ilean Clute	Jennifer Evers	✓
Human Resources	John O'Neill	Jo Shields	
Student Safety Coordinator	Patrick Hess		✓
Workman's Comp	Jennifer Brewer		
Nutrition Services	Ricky Carter, Chair	Amanda Krupp	✓
SAIF	Siobhan Murphy		✓
AssuredPartners	Alycia Johnson		

**Incident/Accident Reports (Workers Comp, Time Loss):** We reviewed the 4 incidents. There have been 25 non-student related and 28 student related incidents to date.

**Grounds/Work Orders:** Grounds crew has been checking the grates and drains on school properties and making sure they have plenty of fill dirt around them. Please check these during building inspections.

**Building Inspections:** ([click here for a blank building inspection](#)) Quarter 1 building inspections are complete and Quarter 2 should be completed before Spring Break. I have attached the building inspections done to date here - [Building Inspections To Date](#) The administrative team will be receiving a copy of this list.

Remember to check your fire extinguishers and AED during your inspections.

Email your completed inspection to [jevers@fgsd.k12.or.us](mailto:jevers@fgsd.k12.or.us) as soon as it is complete. Please contact Mark Hughes or Randy Edmiston if you have any questions or need help with your inspections.

**Monthly Risk Management Meeting - FGSD & AssuredPartners:** No risk assessment walk-through was done this month.

## Safety, Health & Wellness Committee 2022-2023

**Open Discussion:** Siobhan Murphy from Saif met us at TMW to show us how to complete a building inspection and answer any questions we may have.

**Safety Boards:** Each building has a designated spot to put up safety information.

Parking Lots & Grounds - ([English](#), [Spanish](#))

Workplace Inspection ([English](#))

Don't forget to put your Meeting Minutes and Spray Notices on the board also.

### **ACTION ITEMS/TOPICS FOR FUTURE MEETINGS:**

April Meeting - Pat Hess will present about safety in the buildings

### **HOMEWORK:**

- Make sure the OSHA 300 report emailed to you is up on your bulletin board through April.
- Post your bulletin board materials, minutes, spray notices, etc on your building safety board. Did you forget to pick up your bulletin board materials at the last meeting? Contact Jen Evers to have them sent to you.
- Please get your accident investigations done and turned in as soon as possible.
- Make sure you have scheduled a time for your building inspection if you think you will want help.
- Let your building secretary know to add the word "Safety" or "Emergency" to all work orders that are a safety concern.

### **Goals for 2022-2023:**

- We want all safety committee members to engage in the process
- We want all safety committee members to be active in your schools
- We want all safety committee members to have a positive impact on safety and security
- We want all safety committee members to lead by example
- We want our team to be valued and supported by our Administration and Cabinet
- We want our team to change the safety culture of our district

**2022-2023 Meeting Dates: 4/19, 5/17, 6/21**