

## **Workplace Safety Committee Meeting Minutes March 14, 2019**

- Attendance: Kathy VanSchaick, Business Manager, Dennis Fitzwater, Buildings & Grounds Supervisor, Alyson Yerrick, Administrative Assistant, and Michelle Bloom, Custodian. Absent: Rachel Bullock, Teacher

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee Meeting was called to order by Kathy VanSchaick at 8:01 am at the administrative building.

- Approval of Minutes

The minutes from the January 7, 2019 Workplace Safety Committee Meeting were approved with no changes.

- Old Business - None

- Discussion Topics

Review of Northern Tioga Claims – There were two claims received during the month of February and one so far in March. The first involved a cafeteria employee who ran into an open oven door. The door was left open due to no heat in the kitchen. The incident resulted in bruises on the employee's elbow, leg, arm, breast, and a scraped knee. Dennis reported that the heating issue has been addressed. The second claim involved a cafeteria employee who was walking in a hurry and ran their hand into the peanut butter table. The third involved a teacher aide who stepped on stairs that had dirt on them causing her to fall and hit her right knee. No loss of time was associated with any of the claims.

Committee members conducted a walk-through of the administrative building and Clark Wood Elementary School. Alyson will forward the results to committee members and the building principal.

- Tentative Walk-Through Schedules

May 2019 – RBW/WHS

- Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for April 1, 2019 at 3:15 pm in the Superintendent's Office.

➤ Adjournment

A motion was made by Kathy VanSchaick, seconded by Alyson Yerrick, to adjourn the meeting. All votes were affirmative. Motion carried. The meeting adjourned at 9:20 am.