

Workplace Safety Committee Meeting Minutes
May 22, 2019

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

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Kathy VanSchaick at 8:05 am at the R.B. Walter Elementary School.

- Approval of Minutes

The minutes from the April 1, 2019 Workplace Safety Committee Meeting were approved with no changes.

- Old Business – None

- Discussion Topics

Committee members conducted a walk-through of R.B. Walter Elementary School and Williamson High School. Alyson will forward the results to committee members and the building principals.

Review of Northern Tioga Claims – April claims will be reviewed at the June Workplace Safety Committee Meeting.

CM Regent Risk Manager Publication – Spring 2019 issue was reviewed. This issue of CM Regent Risk Manager Publication will be distributed to all employees.

Establish an Email for Employees to Submit Safety Concerns – Recommendation from Insurance Company – This will be reviewed at the June Workplace Safety Committee Meeting.

Accident Investigation Forms – Recommendation from Insurance Company – This will be reviewed at the June Workplace Safety Committee Meeting.

Safety Committee Reference Materials – Check Off List for Audit – This will be reviewed at the June Workplace Safety Committee Meeting.

- Tentative Walk-Through Schedules

May 2019 – RBW/WHS

➤ Next Meeting

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

➤ Adjournment

A motion was made by Kathy VanSchaick, seconded by Michelle Bloom, to adjourn the meeting. All votes were affirmative. Motion carried. The meeting adjourned at 9:12 am.