

Workplace Safety Committee Meeting Minutes September 4, 2018

- Attendance: Kathy VanSchaick, Business Manager; Michelle Bloom, Custodian; Dennis Fitzwater, Buildings & Ground Supervisor, Alyson Yerrick, Administrative Assistant, and 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 3:22 pm at the administrative building.

- Approval of Minutes

The minutes from the August 6, 2018 Workplace Safety Committee Meeting were approved with no changes.

- Old Business - None

- Discussion Topics

Review of Northern Tioga Claims – There were three claims received during the month of August. The first involved a secretary cutting their hand with scissors while opening a box. The second involved an administrator falling on their right hip when a folding chair they sat down in collapsed. The third involved an employee filling a gas tank in a lawn mower when the gasoline ignited. Flames traveled up the employee's arm and singed the hair. No open wounds, pain, or redness were reported. No loss of time was associated with any of the claims.

CM Regent Risk Manager Publication – No new issue is available on the website.

Construction Project – Dennis noted that the construction areas are fenced off. A hard hat, fluorescent shirt, and steel toe shoes are required to enter the construction areas.

Playground Equipment – Dennis noted that the playground equipment has all been checked for safety concerns. The areas have all been given fresh mulch and been weeded.

Right-To-Know Training – Training has been scheduled for October.

➤ Tentative Walk Through Schedules

November 2018 – CV/WAES
February – 2019 – Wood/Admin
May 2019 – RBW/WHs

➤ Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for October 1, 2018 at 3:15 pm in the Superintendent's Office.

➤ Adjournment

A motion to adjourn was made by Kathy VanSchaick seconded by Dennis Fitzwater to adjourn the meeting. All votes were affirmative. Motion carried. The meeting adjourned at 3:32 pm.