

MINUTES
SAFETY AND SCHOOL FACILITIES COMMITTEE
OCTOBER 15, 2015

Attendance

Phil Howell, Marty Norris, Pat Lanno, Travis Richardson, Earl Pennington, Shea Coldiron, Robin Goss, Kevin Anderson

Introductions

A brief opening to welcome and thank our safety committee members for their attendance

Agenda

- A Calendar Year-to-Date **Accident Report** was given out to each committee member which included all accidents for the 2015 year; it was pointed out that we had 21 total claims with 179 total work days missed to date – the majority of the work days missed were from two claims resulting from falls
- Phil Howell updated the committee about the **Building Safety Walkthroughs** for each school and the importance of this process to ensure the safety of both our students and staff
- **OSHA forms** were discussed by Kevin Anderson to make sure all schools/departments had the proper paperwork on file at each location according to OSHA guidelines and procedures
- **Safety Tip of the Month** was brought up and discussed with regards to the tips approved for the months of November and December – resources were provided for each Safety Committee member to take back to their schools/departments
 - **November – Falls**
 - **December – Electrical Safety**

Recommendations

- Reminder to do **Monthly Walkthroughs** and turn in to Kenneth Richardson
- Meeting adjourned