

MINUTES

SAFETY AND SCHOOL FACILITIES COMMITTEE

FEBRUARY 17, 2011

Attendance

Terry Richardson, Marty Norris, Dustin Farmer, Kenneth Richardson, Pat Lanno, David Blackburn, Angie Thompson, Kim Barnes, Kevin Anderson

Members Absent

Travis Richardson, Hannah Reeder, Earl Pennington, Teresa Stansberry, Phyllis Yates, Cindy Hartsoe, Shea Coldiron, Marc Payne

Minutes

A motion by Kenneth Richardson and a second by Marty Norris gave unanimous approval to the **minutes** from the last safety meeting which was held on November 18, 2010.

Agenda

- An updated **Accident Report** was given which included all accidents since our last meeting in November; it was noted that 3 out of our 4 accidents were direct results of the winter weather
- Marty Norris was going to do some research with regards to an **OSHA Checklist** and will update us at the next meeting
- **Safety Tip of the Month** was brought up and discussed with regards to the tips approved for the months of February, March, and April
 - **February - Back**
 - **March – Lifting**
 - **April – Fires/Fire Extinguishers**

Recommendations

- Continue working on both **Custodial and OSHA Handbook**
- Next meeting will be held **March 17th at 3:30**