

# OFFICIAL

## Crook County School District Site Safety Committee

October 3, 2013 – 2:30 PM  
Transportation Department

Members in Attendance: Dawn Camara, Dawna Sundberg, Jane Ashcraft, Renea Sedlecek

### 1.0 Approval of September 11, 2013 minutes

Dawn Camara moved and Renea seconded to approve the minutes from the September 11, 2013 meeting as written. The vote was unanimous in favor.

### 2.0 Old Business

#### 2.1 MSDS

Dawn informed the committee that SafeSchools has provided the district with the MSDS information on a disc, ready to go to the print shop. Deen has asked Julie Koon at the Print Shop for an estimate on the cost of printing the paper copies; one copy for each office and one for each Building Engineer.

#### 2.2 Site Inspection Summaries

The committee reviewed the summary of the Site Safety Inspections. Renea will send in the inspection for the Warehouse later. Dawn will take a copy to Deen for his review. The next site inspections will be due by Christmas Break for review at our January meeting.

Jane will do the inspection at the Technology building for the next quarter and Dawna will do the inspection the following quarter.

### 3.0 New Business

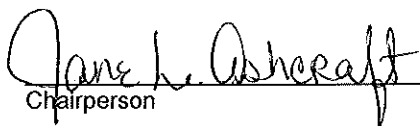
#### 3.1 Meeting schedule

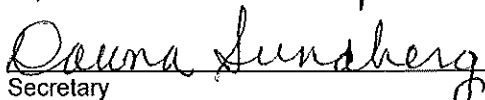
The committee discussed what days of the week and time of day would work best for the schedule this year, and decided to try Monday afternoons, still meeting at 2:30 pm.

### 4.0 Adjournment.

Meeting adjourned at 3:05 pm.

Next meeting is scheduled for November 4, 2013, 2:30 pm, at the Transportation office.

  
Chairperson

  
Secretary

  
Date Minutes Approved