

Crook County School District
Site Safety Committee

December 14, 2016
Pioneer High School

Meeting called to order at 2:30 pm

Members in Attendance: Jane Ashcraft, Dawn Camara, Wendy Slawter, Cindy Porter (for Julie Koon), Tonya Howard

1.0 Approval of November 6, 2015 minutes

Cindy moved to approve minutes from previous meeting as read. Wendy seconded. Minutes were unanimously approved.

2.0 Old Business

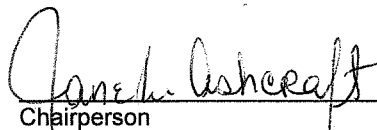
- 2.1 Signs for crossing guards at Middle School ("Stop" on both sides)
~ Central Safety committee did not have a quorum for their last meeting, so Dawn will bring this to their attention at their next scheduled meeting (12/15/15)
- 2.2 Fork lift mirrors at Maintenance
Wendy and Dawn discussed with Deen during Shop Inspection and Deen believes that mirrors are not necessary as the forklift is not driven continuously and there is only one on site.
- 2.3 Smell of gas in Print Shop
During the November 6 meeting, Cindy mentioned that sometimes there was a gas odor in the Print Shop. Since that meeting, a carbon monoxide detection device has been purchased and is being used in the Print Shop and it has not detected any harmful fumes.
- 2.4 Elections for new officers for 2015-16 school year (chairperson and secretary): Jane agreed to remain as chairperson for the time being until a new chairperson can be identified. Wendy was elected and accepted the Secretary position.

3.0 New Business

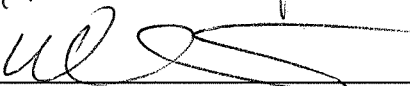
- 3.1 Fourth Quarter 2015 site inspections were reviewed.
 - Cindy to submit a work order to get an "exit" sign for Print Shop door.
 - Wendy to submit work order to paint the step by attic stairs at Maintenance. She will also secure a new one-way resuscitator for Maintenance shop and investigate the need for an eye wash station in the shop.
 - Transportation did not complete their inspection. Jane to follow-up with Pat.
- 3.2 First Quarter 2016 site inspections are due to Wendy by 2/29/16. Process to be discussed at next meeting
- 3.3 Jane asked if a different time of day would be easier for members to attend, as it was noted that Pat was not in attendance and most likely completing his bus route. Jane will send an email to all committee members for feedback on meeting time.

4.0 Adjournment.

- 4.1 Next meeting is scheduled for January 11 at Pioneer High School. Time to be determined based on feedback from committee members.
- 4.2 Meeting adjourned at 3:10 pm



Chairperson



Secretary

1-29-16

Date Minutes Approved