

# Central Safety Minutes

January 16, 2018

## Facilities Office

In attendance: Beth Lampert, Tonya Howard, Leland Bliss, Dawn Camara

Absent: Michelle Jonas, Michelle Saavedra, Rob Bonner, June Castor, Ramona McCallister

### 1.0

Meeting called to order at 2:30. Ramona McCallister is out sick and therefore we do not have December minutes to review. We will review and approve them at the February meeting.

Incidents from the past month, presented by Leland Bliss:

None

### 2.0 Old Business

- As discussed previously, beginning January 1<sup>st</sup> injuries must be tracked on RISK software. OSHA 300 logs are required. Tina Simmons (in HR) attended training on the OSHA 300 logs last week.
- Inspections are due soon. Leland will assist with the BBE inspection at 8:30am, Friday, January 19<sup>th</sup> and with the Transportation inspection on Monday, January 22<sup>nd</sup>.

### 3.0 New business

- District is looking into a visitor ID system. The system would scan and check visitor ID's and then print an ID badge each visit.
- So far this winter has been uneventful with only one day of slick sidewalks needing attention.
- In looking at a change to the High School round-a-bout/parking lot, the board has said that they would support an improvement.

### 4.0

Discussed whether or not there is a better time for meetings. Unable to identify any time that would work better, so leaving the same. Next meeting is scheduled for Tuesday, February 20<sup>th</sup> at 2:30pm.

Meeting adjourned at 3:00

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Leland Bliss, Safety Officer.

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Ramona McCallister, Secretary