

Crook County School District
Site Safety Committee

November 29, 2017
Pioneer South Conference Room

Meeting called to order at 10:08 am

Members in Attendance: Jane Ashcraft, Leland Bliss, Dawn Camara, Donnie George, Tonya Howard, Wendy Slawter

Members Absent: Cindy Porter, Dana Rudy

1.0 Approval of previous meeting minutes

- 1.1 Committee reviewed meeting minutes for 10-25-17.
- 1.2 Dawn moved to approve minutes; Leland seconded; unanimously approved.

2.0 Old Business

- 2.1 Hazard ID training was held on November 20, 2017 and was well attended. The only sites that still need training are Paulina, Transportation and additional staff at Barnes Butte Elementary. Leland will conduct another training(s) as needed. He will be reformatting the class to have less classroom time and more hands-on inspection time. Donnie George (transportation representative) will email Leland with times that would be good for a Hazard ID training for Transportation. Leland/Facilities to contact Paulina and BBE.
- 2.2 The updated policy re: Site Safety committee has been written and submitted to Jan Martin for inclusion on the agenda at the December 2017 board meeting for board review/approval. Site Safety committee meetings will continue to be held until a board decision is reached.

3.0 New Business

- 3.1 Q4 inspections are due to Wendy by 12/30/17. Inspection teams to use the new fillable Department Inspection Form on the district website, located under the Facilities and Safety tab, at the bottom of the main page. At the January 2018 meeting, the committee needs to discuss the best website placement for this form and review placement of all other safety forms to streamline the website and its maintenance.

4.0 Adjournment

- 4.1 Next meeting will be January 31 at 10 a.m. in the Pioneer South conference room.
- 4.2 Meeting adjourned at 10:30 a.m.


Chairperson


Secretary

11/29/17
Date Minutes Approved