

**Central Safety Minutes**  
**April 16, 2019**  
**Facilities Office**

**In attendance:** Leland Bliss, Tonya Howard and Beth Lampert

**Absent:** Michelle Williams, Rob Bonner and Sean Corrigan

**1.0**

Meeting called to order at 2:05 p.m. Beth made a motion to approved the January 29, 2019 minutes and Leland seconded the motion. Motion passed with a unanimous vote.

**Incidents from the past months:**

**HS** - Nutrition Staff was taking out the trash to the dumpster and fell on their hand first and then their arm.

**CRE** – Library staff fell and hurt their back, neck and shoulders.

**CRE** – Staff stood up and it injured their head on the fire extinguisher pole.

**CCMS** – Custodian was doing ice removal and hurt the base of their neck.

**CCMS** – Custodian injured their front shoulder blade when doing ice removal and a chunk of ice came off the roof and hit their front shoulder blade.

**CCMS** – Custodian was removing snow from the gymnasium roof, when they fell forward on stomach injuring rib-chest area.

**CCMS** – Custodian injured their finger when doing ice removal from the roof, when a large chunk of ice slid down the pole and hit their finger.

**BBE** – Staff injured lower back, groin/hips and neck when they were walking outside toward the building when they slipped and fell backwards. Unusual conditions – snow and ice.

**CRE** – Staff injured their left back rib, left hand, right elbow and left hip, while stepping outside of their car and slid immediately. Unusual conditions – snow and ice.

**CRE** – Staff injured their knee while getting up from their desk and tripped over two students.

**CCHS** – Custodian injured their knee while walking from mod 3 to staff parking area for snow removal duties.

**CCHS** – Custodian injured their rib and elbow while walking around building assessing what needed to be done outside.

**New Business:**

New – Emergency Reference Guide needs to be placed on the lock side of the doorways, classrooms, offices and spaces that we lock down.

**Safety Concerns:**

CRE - Do not enter sign in center parking lot on the east side at CRE.

BBE - Chemicals being stored in classrooms under sinks and floor.

BBE - Do we need a harness working on the roof at BBE – Leland specific places yes, and we are looking at safety features for specific areas.

Bus Flagging Training - Beth will send Leland an email and Leland will discuss this with Kurt Sloper at the middle school. Beth Lampert will submit an email regarding bi annual training to the whole committee.

**Evaluation:**

Next meeting main-focus – Annual Review of Centralized Safety Activities.

Action: Read Safety Committee Charter policy - EBAC-AR (2) and be ready to do our evaluation at the next meeting.


Quarterly Inspections: Are due on May 15, Tonya Howard will send out an email.

**Other Business:**

Leland will call Steve Heier about purchasing ladders for next fiscal year at BBE before the next safety meeting.

Next meeting set for May 21, 2019 at 2:00 p.m. at Facilities

Meeting adjourned at 3:10 p.m.

  
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Leland Bliss, Safety Officer

  
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Tonya Howard, Secretary