



Workplace Safety Committee

November 7, 2017

District Service Center

2:00 p.m.

Minutes

EMPLOYER MEMBER

EMPLOYEE MEMBER

ab Charles Greevy

x Brian Bubb

x Glenn Drick (left @ 2:25)

x Dan Egly, Chairperson

x Linda LaCoe

x Liza Temple (non-voting member)

x Brett Leinbach

ab Eve Ellen Brown

x Mike Knight

x Sue Forester (Rec. Secretary)

I. Welcome - District Service Center-Mr. Egly welcomed all regular members and new potential member Liza Temple.

II. Minutes- October 10, 2017
 Motion: Leinbach Second: Bubb
 Yes: All
 No: None
 Absent: Greevy, Brown
 Result: Passed

III. Occupational Injuries-One employee still recovering from injury and subsequent surgery.

IV. Emergency Notification Protocol-Group discussed plan to incorporate staff phone numbers into the parent link system to receive important announcements and notifications. Administration is also looking into different computer apps that offer more comprehensive and extensive uses.

V. Winter Weather Preparation-“Remind” system is used at the schools to notify staff and faculty of weather delays and cancellations. Administration will also notify employees of school delays and cancellations. Faculty and staff must allow Maintenance Department time to clear parking lots and sidewalks. Employees should wear appropriate footwear for winter conditions.

VI. School Police Officer Update-Officer Knight reported the fall sport’s season has concluded. Committee discussed students not leaving the middle school at dismissal. Possible solution – students could join EDGES-a program that runs from conclusion of school day until 4:45 PM each day of the week at middle school.

- VII.* Camera and Security System Upgrade –Upgrade should be complete by November 28. Officer Knight and Mr. Bubb will work together on placement of cameras.
- VIII.* For the Good of the Order-Discussed placement of rug extension in DSC hallway to prevent falls or slips. Group emphasized “See Something, Say Something” in discussion, and motto should be emphasized with faculty and staff. Ms. LaCoe suggested building walkthroughs at Schick Elementary, middle school, and high school. Mr. Egly will schedule accordingly.
- IX.* Next Meeting-December 5, 2017 @ 2:00 at DSC
- X.* Adjournment-Motion by Leinbach @ 2:55, seconded by Forester