

KARNS CITY AREA SCHOOL DISTRICT
SAFETY COMMITTEE MEETING MINUTES
APRIL 26, 2017
10:00 A.M.
KCHS

MEMBERS PRESENT

Steve Andreassi, Maintenance Supervisor
Deana Turner, Business Manager
Peggy McElravy, Cafeteria
Heather Christie, Secretary

VISITORS PRESENT

1. Call to order

The meeting was called to order by Steve Andreassi at 10:00 a.m.

2. Reading and approval of minutes of previous meeting

On motion by Deana Turner and seconded by Peggy McElravy the minutes of the March 30, 2017 meeting were approved on a unanimous roll call vote.

3. Unresolved old business, action list from previous meeting (if any)

Deana is taking care of getting the safety committee portion of the website set up.

4. Review of written employee accident investigation reports

1. Patricia McElravy – recordable which she did seek examination and treatment. She did miss work.
2. Barb McElravy – reportable but not recordable. No missed time or did not seek treatment.
3. Crystal Kelly – Exciting her car, she tripped and fell in parking lot. Not sure about treatment as it happened this morning, the day of the meeting.

5. Review of safety inspection reports

None

6. Review of safety suggestions and complaints

None

7. Review of safety training and education

I will be scheduling Tom Horner from Liberty Mutual to come and train summer workers on safety practices.

8. Review of newly implemented safety equipment and health and safety procedures

None

9. Review of job related injury and illness trends and rates, and the cost of job-related injuries and illnesses

None

10. Review of insurance company loss control recommendations

None.

11. Other new business

1. District office outside door did not allow access to employee's using key fobs after the fire drill.
2. Broken wood found under home side of athletic complex bleachers. Please check for more.
3. Are we following the proper classroom strategies for fire drill's. This discussion involves administrative input.
4. Installation of new school zone flashing lights that was damaged by vehicle accident on Sunday, April 23rd.

12. Recommendations to management

None.

13. Assignment of follow-up responsibility

None.

14. (Annual item) Evaluation of the overall safety program and recommendations for improvement

None.

15. (Annual item) Approval of workplace safety inspection schedule for the upcoming year

None.

Date and time of next meetings:

May 10th, 2017 10:00 a.m. Inside inspection at KCHS

May 24th, 2017 10:00 a.m. regular meeting at KCHS room 103

June 14th, 2017 10:00 a.m. regular meeting at KCHS room 103

ADJOURNMENT

On motion by Heather Christie and seconded by Deana Turner, the meeting was adjourned at 10:45 A.M.

Respectfully submitted,

By: _____
Heather Christie