



MATTHEW BARRETT, Ed. D.  
Superintendent of Schools

ELLEN M. FALISKIE  
Assistant Superintendent

ROSE E. EMMETT  
Business Manager / Board Secretary

MINUTES  
WORKPLACE SAFETY COMMITTEE MEETING  
Thursday, February 16, 2017

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, February 16, 2017 in the conference room of the District Office.

The meeting was called to order by Jennifer Keating at 9:08 AM.

Susan Romanski took roll call. Seven (7) members were present as follows: Jennifer Keating, Susan Romanski, Paul Gregorski, Alene Olsommer, Maria Palko, David Robinson, and Brian Seaman. Four (4) members were excused: Warren Brundage, Denise Johnson, Brian Landry, and Ellen Muller.

#### Approval of Minutes

A motion was made by Alene Olsommer and seconded by Paul Gregorski to approve the minutes of the January 12, 2017 meeting. The motion carried with all affirmatives.

#### Old Business

Discussion was held on several items of Old Business: ID security cards still need to be distributed to all coaching staff. No one was sure when this will be done. The low spot in the pavement between the high school and middle school area has been salted all winter to help with the ice problem. CM3 looked into the office temperature in the office at the Robert D. Wilson Elementary School. They have adjusted the timing for the heat to come on and it seems to be helping.

#### Report on Condition of Buildings

Dave Robinson reported that at the Robert D. Wilson Elementary School there are several lights out in the back parking lot and sidewalk. This will have to be addressed.

All other buildings were reported ok.

The Committee reviewed a report that was sent to the School District from School Claims Services LLC after a visit to the District. Discussion was held on the recommendations. Several findings were in the area of the High School Metal, Graphic, and Wood Shops. Also, the high school weight room and middle

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school bleachers. A concern about the pond at EverGreen was addressed and the playground equipment at Robert D. Wilson. Most items have been resolved.

### **New Business**

Injury Reports – There were no injuries to report.

Email Reports – The Committee did not receive any emails at this time.

Jennifer Keating will contact Brian Crebs, Loss Control Consultant, HM Worker's Compensation to schedule the Committee's Yearly Safety Training.

The March meeting will be held on Tuesday, March 7, 2017 at 1:00 PM in the District Office Board room.

### **Adjournment**

Susan Romanski made a motion seconded by Dave Robinson to adjourn the meeting of the Workplace Safety Committee at 9:29 AM.

The motion carried with all affirmative.

Susan Romanski  
Secretary  
Workplace Committee

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