



# WESTERN WAYNE SCHOOL DISTRICT

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*The Western Wayne School District will work for excellence... for everyone... in all things ...always.*

**JOSEPH W. ADAMS**  
Superintendent of Schools

**MATTHEW BARRETT, Ed. D.**  
Assistant Superintendent

**ROSE E. EMMETT**  
Business Manager / Board Secretary

## MINUTES

### WORKPLACE SAFETY COMMITTEE MEETING

Thursday, January 21, 2016

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, January 21, 2016 in the Board room of the District Office.

The meeting was called to order by Jennifer Keating at 8:34 AM.

Susan Romanski took roll call. Nine (9) members were present as follows: Jennifer Keating, Susan Romanski, Paul Gregorski, Denise Johnson, Ellen Muller, Alene Olsommer, Maria Palko, David Robinson, and Brian Seaman. Two members were excused: Warren Brundage and Brian Landry.

#### **Approval of Minutes**

A motion was made by Ellen Muller and seconded by Brian Seaman to approve the minutes of the December 10, 2015 meeting. The motion carried with all affirmatives.

#### **Old Business**

The Committee discussed the following item from Old Business: The boiler parts for the Robert D. Wilson School have arrived but are not installed at this time.

#### **Report on Condition of Buildings**

All buildings were reported ok.

#### **New Business**

Injury Reports – there was one trip/fall that was reported but did not require medical attention. There have been no slip/falls due to weather reported at this time.

Email Reports – there were no email reports.

Discussion was held on the Code Red Drill for all employees that was held on January 18, 2016. The drill was conducted by the PA State Police and Wayne County Probation at the high school. Committee members discussed their

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experiences with the drill and a suggestion was made for all buildings to have the customized "Go Kits". Everyone was in agreement that the Drill was worthwhile and needs to be conducted again with the possibility of involving the students.

Discussion was held concerning the yearly committee training. Chairperson Jennifer Keating will contact Brian Crebs, Loss Control Consultant, HM Worker's Compensation to schedule the mandatory training for the Committee.

Member Warren Brundage called after the meeting was adjourned to report that the Eye Wash Solution that is in all buildings will expire on March 2016. New solution will be reordered and distributed to all District buildings.

### **Adjournment**

Brian Seaman made a motion seconded by Paul Gregorski to adjourn the meeting of the Workplace Safety Committee at 9:08 AM.

The motion carried with all affirmative.

Susan Romanski  
Secretary  
Workplace Committee

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