



MATTHEW BARRETT, Ed. D.  
Superintendent of Schools

CYNTHIA A. LaROSA, Ph.D.  
Assistant To Superintendent

ROSE E. EMMETT  
Business Manager / Board Secretary

MINUTES  
WORKPLACE SAFETY COMMITTEE MEETING  
Thursday, December 12, 2019

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, December 12, 2019 in the Conference room of the Administration Building.

The meeting was called to order by Jennifer Keating at 9:05 AM.

The following eight (8) members were present: Jennifer Keating, Susan Romanski, Denise Johnson, Brian Landry, Ellen Muller, Alene Olsommer, David Robinson, and Warren Brundage. Three (3) members were excused/absent: Paul Gregorski, Maria Palko, and Brian Seaman.

**Approval of Minutes**

A motion was made by Dave Robinson and seconded by Ellen Muller to approve the minutes of the November 7, 2019 meeting. The motion carried with all affirmatives.

**Old Business**

Dave Robinson informed the Committee that he has placed cones for the custodians/security to use to block the fire lane at the Middle School parking lot during evening events.

**Report on Condition of Buildings**

**RDW** – Ok

**EverGreen** – Ok

**Middle School** - OK

**High School** – Brian Landry requested a cell phone for the cafeteria. It is hard to hear the phone that is currently on the wall in the cafeteria. This was the same issue the Middle School had last month in their cafeteria. Brian Landry said the gym has a cell phone they can carry with them and this would also work in the Cafeterias when staff is on lunch duty. The Committee will bring this issue to Technology Director Brian Seaman's attention.

**District Office** – OK

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**NEW BUSINESS:**

**Injury Reports** – Jennifer Keating stated that there were a few minor injuries this month that did not require attention or reporting. She also reported that the few old claims that are still open, have moved on to the next level in the process.

**Email Reports** – no emails

**Other:**

Alene Olsommer suggested the Committee send out an email to the District staff concerning winter weather and preventing slips/falls. Discussion was held by the Committee concerning the ice and slippery parking lots. Jennifer Keating will send out the email to the staff as a reminder.

The January Committee meeting will be held the District Office. The Committee will be notified of the date and time via email.

**Adjournment**

Denise Johnson made a motion seconded by Brian Landry to adjourn the meeting of the Workplace Safety Committee at 9:20 AM.

The motion carried with all affirmative.

Susan Romanski, Secretary  
Workplace Committee

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