



Canon-McMillan School District
Safety Committee

Meeting Minutes

Date: July 21, 2021

Location: Support Facility

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:02 a.m.

II. Roll Call

Debbie Grebeck
Karl Herald

Michael Kelley
Jurdon Maier

Tim McCullough
Neil Stewart

III. Approval of the Minutes from the June 25, 2021 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the June 25, 2021 committee meeting. He then requested a motion to approve the minutes. Motion to approve made by Mr. Stewart and seconded by Mr. Kelley. All in favor -6; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough reported that he would like to move forward with a sub committee who would work on developing job safety analysis (JSA) reports. He asked Mr. Herald to elaborate on his experience with JSA's in the private sector. Mr. Herald noted that, in his experience, supervisors or foremen would develop the JSA's and implement them during employee training sessions. Mr. McCullough would like the JSA's added to shop talks but noted that it will take time to develop them before they can be implemented.

Mr. McCullough spoke about the District's back to school plan in the absence of Mr. Chambers. He noted that there is still discussion among the CDC and, most recently, the American Academy of Pediatrics as to whether masks would be necessary. As of now, the District has said that masks will be optional. He noted that everyone should be using common sense and good hygiene practices. He also noted that there were no changes from what Mr. Chambers had reported at the June Safety Committee meeting.

V. Open Issues

Mr. McCullough noted that the Safety Committee building inspection, at Central Office, revealed a broken floor tile and hole in the floor of the copy room. Mr. Maier reported that a substrate was used to repair the floor and that assessments of the area were made and the flooring was found to be structurally sound.

VI. Old Business

Mr. McCullough spoke during the Chairperson's Report regarding the JSA's. There were no other old business items noted.

VII. New Business

Mr. McCullough noted no new business.

VIII. Review of Work Related Incidents since the last meeting and corrective actions taken

Ms. Grebeck reported that there was 1 incident since the last meeting:

- A. A custodian was using a drill to put up basketball hoops at the high school. While doing so, metal fragments fell into her eye. She was seen by a clinic physician who flushed her eye and placed her on antibiotic eye drops. She is to follow up with the physician on 7/22/21. She was treated and returned to work the same day. Corrective action would be to wear protective eyewear when drilling.

2021.07.21 Safety Committee Minutes continued

IX. Round Table

Maintenance: Mr. Herald noted no issues.

Mechanics: Mr. Stewart noted that the transportation department was preparing all vehicles for the start of school. He also noted that the state police inspection in June went very well.

Technology: Mr. Kelley reported that the tech department is continuing to prepare and update devices in preparation for the start of the new school year.

X. Suggestion Box

Mr. McCullough reported that Mr. Chambers had not received anything in the suggestion box.

XI. Adjournment

Mr. MCCullough asked for a motion to adjourn the meeting. Motion was made by Mr. Herald and seconded by Mr. Kelley. The meeting was adjourned at 10:10 a.m.