



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: September 8, 2021

Location: Central Office

I. Call to Order

The meeting was called to order by Mr. McCullough at 9:09 a.m.

II. Roll Call

Erin Bandi	Karl Herald	Joni Mansmann	Neil Stewart
Scott Chambers	Michael Kelley	Tim McCullough	Athan Tsourekis
Debbie Grebeck	Jurdon Maier	Janie Senay-Peyatt	

III. Approval of the Minutes from the July 21, 2021 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the July 21, 2021 committee meeting. He then requested a motion to approve the minutes. Motion to approve made by Ms. Mansmann and seconded by Mr. Stewart. All in favor -11; opposed - 0; minutes approved.

IV. Chairperson's Report

- A. Annual Safety Committee recertification training for Core Members
 - a. Mr. McCullough reported that the annual recertification training for the Core members will be directly following this reorganization meeting.
- B. Annual training for all other Safety Committee members
 - a. There will be two training sessions on October 13, 2021 for Safety Committee members. Recertification training will be held at Central Office.

Mr. McCullough asked Mr. Chambers to speak to the group about the District's Health & Safety Plan. Mr. Chambers noted that masks are now mandated by the state due to the increase in community spread of COVID. The mandate has initially been met with resistance. Contract tracing is also being done in all schools by the principals and school nurses.

V. Open Issues

Mr. McCullough noted that the flooring in the eCentral Office copy room has been repaired and the floor is structurally sound.

VI. Old Business

Mr. McCullough noted no old business.

VII. New Business

- A. Bylaws Revision
 - a. The bylaws were revised to capture Ms. Bandi to be included in the Safety Committee. Changed verbiage was noted on copies distributed to Core members in attendance. A motion was made by Ms. Mansmann to accept the changes in the bylaws as presented; motion seconded by Mr. Kelley; all in favor - 11, opposed - 0; bylaws revision was approved.
- B. Meeting Schedule for 2021-2022 school year
 - a. The meeting schedule for the 2021-22 school year was distributed to all Core members present.

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- C. List of Safety Committee representatives
 - a. A proposed list of the Safety Committee members for the 2021-22 school year was distributed to all Core members present. Mr. McCullough noted that building principals would be asked to elect a paraprofessional from each building to be on the committee this year. Ms. Grebeck will work with the building principals to generate an updated list which will then be distributed to members.
- D. Annual election of officers for the Safety Committee
 - a. The floor was open to nominations from the members present.
 - i. **Chair:** Mr. Chambers nominated Mr. McCullough as the Safety Committee Chair. The motion was seconded by Mr. Kelley. All in favor - 11; all opposed - 0. Mr. McCullough will serve as Safety Committee Chair for the 2021-22 school year.
 - ii. **Co-Chair:** Mr. McCullough nominated Mr. Maier as the Safety Committee Co-Chair. The motion was seconded by Mr. Chambers. All in favor - 11; all opposed - 0. Mr. Maier will serve as Safety Committee Chair for the 2021-22 school year.
 - iii. **Secretary:** Ms. Mansmann nominated Ms. Grebeck as the Safety Committee Secretary. The motion was seconded by Mr. McCullough. All in favor - 11; all opposed - 0. Ms. Grebeck will serve as Safety Committee Secretary for the 2021-22 school year.

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

Ms. Grebeck reported that there were 3 incidents since the last meeting:

- A. A paraprofessional was doing training in the computer lab. She was walking to her seat and caught her shoe on the carpet. There were no obstructions or tears in the carpet. She twisted her R ankle and fell to the floor and also landed on her L knee. Her L knee is brush burned and swollen. Complaining of pain from her L knee to her L ankle and foot. Complaining of back tightness and pain in her buttocks. No treatment was sought. No loss of work time. Preventative action - be more careful when walking, watch where you're going.
- B. A professional employee was walking through the cafeteria and slipped on a wet floor. She landed on both knees and her R elbow. Also complaining of twisting her lower back and general soreness in all areas. She is not currently seeking medical care. No loss of work time. Preventative action - ensure custodial staff is alerted to wet surfaces & signs are placed accordingly.
- C. A cafeteria employee stepped backward and tripped over a floor fan. She hit the back of her head and both shoulders on the floor. She was treated onsite by the school nurse. No followup care and no loss of work time. Preventative action - be alert to surroundings, watch where you're going.

IX. Round Table

Mechanics: Mr. Stewart noted no issues.

Support Facility - Mr. Tsourekis and Mr. Maier noted no issues.

Technology: Mr. Kelley noted no issues.

Maintenance: Mr. Herald noted no issues. The department has been working on any open work orders.

Cafeteria: Ms. Senay-Peyatt and Ms. Bandi noted no issues.

Central Office: Ms. Mansmann and Mr. Chambers noted no issues.

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X. Suggestion Box

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. Chambers and seconded by Mr. Herald. The meeting was adjourned at 9:23 a.m. with recertification training to begin at 9:30 am.