

## **Safety Committee Meeting Minutes September 22, 2015**

### **I. Safety Presentation – Dave Holland – SAIF**

Dave handed out folders that included handouts (see attached) for Effective Safety Committees, Energize your Safety Committee, Oregon OSHA Fact Sheet plus Safety Committees and Safety Meetings.

The main purpose of a Safety Committee is to inspect, analyze and make recommendations to reduce the potential of employee injury. This is accomplished by performing monthly/quarterly inspections of all facilities, listing any potential issues and recommending resolutions. Studies show that behaviors (choices we make and how we act.) are responsible for the majority of injuries on the job. Behaviors are the hardest to change because it includes the ability to recognize hazards and evaluate risk, the motivation to be safe, and the ability to focus while performing the current task safely.

When performing safety inspections make note of major things that may be a potential problem like old staircases etc. There is always need for improvement. If you find a problem bring both the problem and an idea for the resolution of that problem to the safety committee.

John Forsyth from PACE offered additional material that he has available for safety precautions. He also stated that safety committees mainly deal with problems after the fact and suggested that members be proactive by continually watching for things that are a potential problem. Something like seeing a sprinkler that is spraying onto the sidewalk that needs to be recalibrated or it will freeze and become ice in the fall. Also, do continual inspections of the playgrounds assuring that there are not potential hazards. He explained that our insurance premiums are calculated on the rate of frequency and severity of claims processed. Large claims equal large premiums. He noted that we listed several injuries due to employees trying to handle special education students and suggested maybe more training with specifics in that area would benefit us.

Eric informed everyone that we have special restraint training already scheduled on October 14, 2015. John offered to give any help he can to assist with that training and any information needed.



## **II. Safety Committee Chair and Vice Chair Voting**

- |                        |                            |
|------------------------|----------------------------|
| 1. Aiken               | Alberto Diaz               |
| 2. Alameda             | Jinell VanCorbach          |
| 3. Cairo               | Adel Anderson              |
| 4. Maintenance/Grounds | Bob Bennett/Antonio Corona |
| 5. May Roberts         | Sara Byrne                 |
| 6. Nutrition Services  | Pam Suyematsu/Laurie Price |
| 7. OHS                 | William Derr               |
| 8. OMS                 | Laurie Duerr               |
| 10. Pioneer            | Matias Davila              |
| 11. Transportation     | Diana Howarth              |

Voting ballots were provided and tallied and Bob Bennett was chosen as the Chair person with Pam Suyematsu as Co-Chair person for the Safety Committee for the 2015-2016 school year.

## **III. Injury Reports Discussion**

There were 11 student injuries reported between July 29, 2015 and September 21, 2015; six at Aiken; two at May Roberts; two Cairo; one at OMS. Through September 21, 2015, 11 student injuries have been reported in the 2015-2016 school year.

There were 10 non-student injuries reported between July 29, 2015 and September 21, 2015. Through September 21, 2015, 10 non-student injuries have been reported in the 2015-2016 school year.

A review of all the student and non-student injuries resulted in a decision that none of them were caused by a safety issue, but were the result of normal student interactions and/or things that could be easily resolved.

The employee in the Transportation Department, in the incident dated September 8, 2015, was actually cut by a tool that broke while she was using it to wash the windshield of the bus.

## **IV. Comments – Eric asked that everyone complete their safety inspections and have them turned in by the second week of each month. He also reminded everyone when listing the details of the inspection problems you need to include the recommendation, and who needs to resolve it.**

Eric suggested that we add the words, Slip, Trips and Falls, Moving, Lifting and Carrying to the Safety Inspection Report Form. If you are unable to do your inspection please notify Julie so we can assign someone else to take care of it for you.



The new 2015-2016 inspection schedule was handed out to everyone. The new Ontario Alternate Education Learning Center will be inspected by Bob or Eric for now.

Bob Bennett will have the topics for safety presentations for the next meeting so individuals can sign up for the topic they prefer.

Eric thanked everyone for being a member of the Safety Committee and taking time to complete the tasks required of them to keep the School District a safe place for our students.

**V. Next Meeting** – October 27, 2015, 1:30 District Office, Basement Conference Room.

