

Huntingdon Area School District

Safety Committee

Minutes

Tuesday, November 8, 2015

District Office Board Room

Members: Eugene Garber, Peg McNitt, Ashleigh Parsons, Carolyn Shope, Andie Socie, Patricia Stever, Faith Swanson

(1) Roll Call/Welcome – 2:02 pm

- All members present

(2) Approve Minutes of Prior Meeting

- Moved by Peg McNitt, seconded by Andy Socie to approve the minutes of the November 10, 2015 meeting. Motion was approved unanimously by voice vote.

(3) Old Business

A. Review of Policy 705 – Safety

- Committee of 7 individuals
- Draft of revised policy to follow

B. SCS Recommendations – 20151016 Letter

- Step Stool to be readily available for over head reaching.
- Ice and snow removal checklist. Example and explanation can be found at website provided in the letter.

C. Reviewed progress of signed and returned Provider Panel sheets. – 110 received.

(4) New Business

A. Review of Incident Reports – Ashleigh

- Accident reported on 12/08/2015. Incident took place on 12/04/2015 whilst carrying a Christmas tree stand. Two person carry, witness lost grip and stand swung down hitting injured employee in the knee. Reported to supervisor on 12/07/2015, medical attention sought on 12/08/2015, reported to HR on 12/08/2015.

B. Safety Committee Training Webinar – Tuesday, January 5 @ 3:00 p.m.

C. Future Meetings – all held in District Office Board Room unless otherwise noted

- February 2, 2016 – 2:00 p.m.
- March 1, 2016 – 2:00 p.m.
- April 5, 2016 – 2:00 p.m.

D. Building Walk Throughs

- June and July

(5) Other Business

- Step Tread in Middle School is coming off of the stairs – trip hazard

(6) Meeting Adjourned – 2:18 pm.

- Moved by Andie Socie, seconded by Peg McNitt to adjourn the meeting. Motion was approved unanimously by voice vote.