



**Safety Committee Meeting Minutes  
October 24, 2016 at 3:00 pm**

**Members**

*Chris Paquette – Maintenance & Operations - Present*  
*Todd Hansen – Maintenance & Operations - Present*  
*Debbie Crampton – Human Resources - Present*  
*Kathy Knutson – Health Services - Present*  
*Brenda Fischer – IEA - Present*  
*Ed Cadwell – Custodial - Present*  
*Graham Wright – Science - Absent*  
*Bev Zelinski – Special Education - Present*  
*Mary Pat Cheney – Special Education Para – Present*  
*Tara Former – Nutrition Services - Present*

**1. New Member**

Tara Former, the new nutrition services member was introduced to the committee.

**2. Injuries/Accidents**

Recordable and non-Recordable accidents and injuries that occurred from April 12, 2016 to October 24, 2016 were reviewed and discussed.

There were a total of 18 non-recordable incidents. Employees who reported these injuries included principals, assistant principals, social worker, paraprofessionals, special education, custodial, food service, buildings and grounds and teachers. Injuries included contusions, lacerations, sprains and strains. There were no lost work days associated with these incidents but there were some costs associated with medical treatment for two employees.

There were 10 recordable injuries. Employees who reported these injuries included a social worker, paraprofessionals, custodial, food services, and a teacher. One of the employees has a total of 35 lost days and another had 2 lost days and 5 of the employees, most likely 6, had some medical expenses incurred. Injuries included a contusion, sprains, strains and an eye injury.

**3. AED Condition**

The age and condition of the district AED's were discussed. The AED's are inspected monthly by someone in each building. The district has a contract with Lifeline who monitors the inspections and provides notice when the inspections are not completed. They also come out annually to inspect the units and install any updated software. Batteries and pads are replaced prior to their expiration dates.

**4. Radon Testing**

Results of radon testing over the 2015-2016 school year were shared with the committee. All samples had results below the action level of 4.0 picoCuries per liter (pCi/L). The full report is available for review at the Buildings and Grounds office.

**5. Lead in Water Testing**

Lead in water testing is being performed at Bel Air Elementary, Sunnyside Elementary, Valentine Hills Elementary, Chippewa Middle School, Pike Lake Education Center and Snail Lake Education Center this week. The staff restroom sinks at Turtle Lake Elementary will also be tested this week due to a request from a staff member. Results and follow-up of testing done in April 2016 were discussed. Mounds View Public Schools tests their water for lead on a regular basis, every 5 years as recommended.

**6. New Business or Concerns**

Chris provided a summary of the results of the OSHA inspection performed in the district in May 2016. The main issues cited by OSHA were guarding of machines in the shops, safety issues in the kitchens and employee right to know training. All items cited need to be addressed by November 20, 2016. The initial citation cost was at \$21,900. The district contested all citations and have paid a fine of \$3,750 to date. The amount of the fine is contingent on two things; Chris Paquette must attend a 30-hour OSHA training course and the district must reduce their workers compensation mod number by 25%. If these items are not done, the fine goes back up to \$13,500.

Tara Former mentioned that the district Kitchens are receiving new food processors. There are blades to deal with but it will minimize the amount of knife use by staff.

Kathy discussed the process of making sure all required employees are receiving and completing their annual bloodborne pathogen training. There needs to be a plan in place to make sure all who are required to receive this training are receiving it and completing the training.

**The remaining meetings for this year are scheduled for December 12, 2016, February 6, 2017 and April 10, 2017.**