

# BUTLER AREA SCHOOL DISTRICT Safety Committee

## AGENDA

**October 8, 2020**

**7:30 A.M.**

**Harriger Educational  
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of Previous Meeting Minutes
- ❖ Old Business
- ❖ New Business
  - Review current Workman's Compensation Report (Exhibit A)
  - Review current Report Of Injury forms (Exhibit B)
  - Review Workplace Safety Inspection Checklist (Exhibit C)
  - Quarterly Newsletter
- ❖ Miscellaneous Items
- ❖ Next Meeting
  - November 12, 2020
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT  
WORKPLACE SAFETY COMMITTEE  
INSPECTION & MEETING MINUTES  
SEPTEMBER 10, 2020**

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ROLL CALL

Members Present: Dave Andrews, Larry Boyle, Chad Broman, Breit Cochran, Anita English, Ellen Scott and Les Zang.  
Members Absent: Nick Morelli  
Guests Absent: Fred Word

- The meeting was held both virtually and in person. Ellen Scott opened the Safety Committee meeting and welcomed all members who were in attendance.
- Breit Cochran motioned for approval of the August 13, 2020 meeting minutes. Anita English seconded the motion with all safety committee members in favor and the motion carried.

OLD BUSINESS:

- Larry Boyle noted the radiator in the one generator has been replaced and all generators are in working condition and accessible.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on August 13, 2020. There were a total of 6 reported accidents during the month with 3 of the accidents resulting in treatment being sought. Two of the accidents resulted in the loss of work time.
  - Safety Committee Members reviewed the Report of Injury forms for the six accidents reported for the month with corrective action noted to be taken for one of the injuries: two (2) plastic chair mats were temporarily being stored where the accident occurred and have since been returned to their proper area.
  - Breit Cochran noted sanitizing procedures at the Intermediate High School are able to be completed daily.
  - Les Zang and his staff continue to work throughout the day and evenings cleaning and sanitizing the district buildings.
  - The annual Safety Committee training is tentatively scheduled for during the November 12, 2020 meeting.
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- Next Safety Committee meeting: Thursday, October 8, 2020 @ 7:30 AM at the Administration Building or virtually.
- Dave Andrews motioned to adjourn the meeting and was seconded by Breit Cochran. All members were in favor; the motion carried.