

BUTLER AREA SCHOOL DISTRICT Safety Committee

A G E N D A

December 13, 2018

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 Occupational Injury/Disease Reports (Exhibit B)
 - Workplace Safety Inspection Checklist (Exhibit C)
 - Annual Safety Committee Training
- ❖ Miscellaneous Items
- ❖ Next Meeting
 - January 10, 2019
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT
WORKPLACE SAFETY COMMITTEE
INSPECTION & MEETING MINUTES
NOVEMBER 8, 2018**

ROLL CALL

Members Present: Larry Boyle, Travis Craig, Nick Morelli, Shirley Scialabba, Ellen Scott and Les Zang
Members Absent: Glenn Raymer
Guests Absent: Ron Rick and Fred Word

- Les Zang opened the Safety Committee meeting and welcomed all members who were in attendance.
- Larry Boyle motioned for approval of October's meeting minutes, seconded by Travis Craig; all members were in favor and the motion carried.

OLD BUSINESS:

- Les Zang will be providing 4 hours of training to his staff on Monday, November 12, 2018. Les provided Nick Morelli with an agenda of the training topics to be discussed which will include asbestos training. Les will also contact Mon-D-Aid to present at a later date the proper usage of the new Side-By-Side machines.
- The recommended repairs at the Senior High School stadium by the district's insurance company AJ Gallagher have been completed.
- Les Zang will acquire two additional quotes to repair the disconnect box at the Senior High School stadium.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on October 11, 2018. There were a total of eight reported accidents with three of the accidents resulting in treatment being sought. One of the accidents did result in loss of work time.
- Safety Committee Members reviewed the Occupational Injury/Disease Reports for the eight accidents reported for the month with no corrective action needing to be taken.
- Nick Morelli will contact Tom Knights, manager of Butler Township, regarding salt supplies for the winter months.
- Les Zang has instructed his staff to start up the winter equipment to ensure all are in working order.
- Larry Boyle noted a hidden fire extinguisher at Connoquenessing Elementary is now out in full sight.

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- Next Safety Committee meeting: Thursday, December 13, 2018 @ 7:30 AM at the Administration Building.
 - Travis Craig motioned to adjourn the meeting and was seconded by Les Zang. All members were in favor; the motion carried.