

# BUTLER AREA SCHOOL DISTRICT Safety Committee

## *A G E N D A*

**April 13, 2022**

**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)
  - Workplace Safety Inspection Checklist (Exhibit C)
  - 4<sup>th</sup> Quarter Newsletter
- ❖ Miscellaneous Items
- ❖ Next Meeting
  - May 11, 2022
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT  
WORKPLACE SAFETY COMMITTEE  
INSPECTION & MEETING MINUTES  
MARCH 9, 2022**

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ROLL CALL

Members Present Virtually: Dave Andrews, Chad Broman, and Breit Cochran  
Members Present: Anita English, Bob Plocki and Les Zang  
Members Absent: Kristen Clouse  
Recording Secretary: Ellen Scott  
Guests Present: Fred Word

- Les Zang opened the Safety Committee meeting and welcomed all members who were in attendance.
- Chad Broman motioned for approval of the February 9, 2022 meeting minutes. Dave Andrews seconded the motion with all safety committee members in favor and the motion carried.

OLD BUSINESS:

- The basketball machine in the stairwell at the Intermediate High School will be moved in the near future according to Les Zang.
- The three sets of stairs at Northwest Elementary are located on the exterior portion of the building and will not be able to have anti-slip surfaces placed upon them.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on February 9, 2022. A total of seven (7) accidents were reported with six (6) of the accidents resulting in treatment being sought. Four (4) of the accidents resulted in loss of work time.
- Safety Committee Members reviewed the Report Of Injury forms for the seven (7) accidents reported for the month. Corrective action was taken on the following: ice accumulation at a parking lot for the district employees; excessive rock salt on a walkway; uneven pavement at one of the district buildings; and instruction to the drivers of district trucks noting only the drivers should be operating the lift gate on the vehicle.
- The Safety Committee was virtually audited by the PA Department of Labor & Industry on March 1, 2022. Required documentation for the audit was sent via email to the auditor assigned prior to March 1<sup>st</sup>. At the end of the audit, the Safety Committee was designated as being "Compliant". In addition, the Safety Committee was found to have no "Non-Compliant" issues at hand. The district will not be eligible to be selected for an audit for 2 years.
- Dave Andrews noted to Les Zang a gutter in the Center Township courtyard near the raised plant bed will need fixed prior to the students working in the area. Stone for around the courtyard and a path will also need to be discussed for purchasing.

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- Next Safety Committee meeting: Wednesday, April 13, 2022 @ 7:30 AM at the Administration Building.
  - Dave Andrews motioned to adjourn the meeting and was seconded by Breit Cochran. All members were in favor; the motion carried.