

# BUTLER AREA SCHOOL DISTRICT Safety Committee

## AGENDA

**November 9, 2017**

**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)
- ❖ Miscellaneous Items
- ❖ Next Meeting
  - December 14, 2017
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT  
WORKPLACE SAFETY COMMITTEE  
INSPECTION & MEETING MINUTES  
OCTOBER 12, 2017**

---

---

ROLL CALL

Members Present: Phil Hankey, Glenn Raymer, Shirley Scialabba, Ellen Scott and Les Zang  
Members Absent: Travis Craig and Dr. Brian Slamecka  
Guests Present: Nick Morelli, Ron Rick and Fred Word  
Guests Absent: Kelly Patterson

- Les Zang opened the Safety Committee meeting and welcomed all members who were in attendance.
- Phil Hankey motioned for approval of September's meeting minutes, seconded by Glenn Raymer; all members were in favor and the motion carried.

OLD BUSINESS:

- Phil Hankey noted the arc flash uniforms are on order and should arrive shortly. Three sets have been ordered.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on September 14, 2017. There were a total of three reported accidents with none of the accidents resulting in treatment needing sought.
- Safety Committee Members reviewed the Occupational Injury/Disease Reports for the three accidents reported for the month. No corrective action is required for the accidents involved.
- Workplace Safety Inspection Checklists were reviewed by committee members. Rugs are covering extension cords that connect the milk cooler and the serving stations at Center Avenue Community School according to Ron Rick. Les Zang will prepare for Nick Morelli a cost list for replacement of window blinds for classrooms at Center Avenue Community School. Nick Morelli will provide additional information to Les Zang regarding replacement of carpeting with tile in various classrooms within the district. A crumbling sidewalk at Connoquenessing Elementary will be addressed. Phil Hankey will ensure a broken electrical outlet cover at Emily Brittain has been replaced. Les Zang will address the need for "no slip surfaces" at doors 6 and 12 at Northwest Elementary. Glenn Raymer noted the various sidewalk repair needing done at the Intermediate High School is an ongoing process.
- The second quarter safety newsletter was presented for review and will be posted on the district website. During the first quarter there were a total of ten accidents with only one of the accidents resulting in a day of work loss time.
- Fred Word, risk control consultant from UPMC WorkPartners, provided annual safety training to the committee. Fred will schedule training at a later date for those safety committee members who were unable to be in attendance.

- 
- Next Safety Committee meeting: Thursday, November 9, 2017 @ 7:30 AM at the Administration Building.
  - Phil Hankey motioned to adjourn the meeting and was seconded by Glenn Raymer. All members were in favor; the motion carried.