

Safety Committee Meeting Minutes August 19, 2024

Safety meeting was called to order at 9:15 A.M. by the Committee Chair, Fred Richter.

Members present: Fred Richter, Committee Chairman; Dr. Amy Martell, Superintendent of Schools; Brandie Frye, Secretary to the Superintendent & HR Coordinator; Asti Tillotson, Food Service Director and Mark Jannone, Business Manager.

Members not present: Corrin West, Elementary Counselor.

Minutes: By roll call, all members present voted yes to approve the minutes from the July 31, 2024 meeting.

Unresolved Old Business:

- None.

New Business:

- **Walkthrough inspection:** Official walkthrough conducted prior to this meeting using a new checklist as recommended by our insurance company. Copy of each building’s completed checklist will be kept on file.
- **Employee injuries:** Reports were discussed in an effort to eliminate the root cause of the injury or devise corrective actions to prevent the injury. (F) = indicates that an investigation form was completed and is on file.

Employee Group	Elementary Campus	High School Campus
Administration	None	None
Athletic Staff	None	None
Cafeteria	None	None
Paraprofessional	None	None
Professional	None	None
Other Support Staff	1 Report Only	None

Other concerns:

- None

Next meeting is scheduled for **September 19, 2024** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary