



# PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



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**SUSAN H. FAMULARO**  
Business Manager

## Minutes

Workplace Safety Committee

*Safety is No Accident*

Thursday, January 5, 2012

8:30 AM

2<sup>nd</sup> Floor Admin Conference Room

<b>Attending:</b>	<b>Pat Kutzler</b>	<b>Bev Hofford</b>	<b>Chris Fisher</b>
	<b>Bonnie Grammes</b>	<b>Rodney Green</b>	<b>Rich Hicks</b>
	<b>Elke Reeves</b>	<b>Ken Newman</b>	

- I. Meeting called to order by Rich Hicks at approximately 8:34 am.
- II. Motion to approve minutes of December meeting made by Rodney Green; second by Bonnie Grammes; approved.
- III. Old Business
  - 1. Christmas decorations
    - a. PVE much better than in past.
    - b. Goal is to make better in all buildings
    - c. Will take a few years to implement to best safety standards
  - 2. Loose wires survey
    - a. Have all building surveys except HS
    - b. Chris spoke to Ms. Derr at PVI
      - i. Principals need to address issues.
    - c. Discussed ways to safely secure wires on floors
    - d. Wires on floor by Shirley Hood's desk
      - i. Rich Hicks and Rodney Green will check on this before leaving the building this morning.
- IV. New Business
  - 1. Respirators for maintenance personnel
    - a. Needed when shoveling hot ash for (coal) hopper fires – gas/ash
    - b. Usually 2-3 people needed for this job
    - c. Rich to check Grainger for proper respirator
    - d. Should be washable
  - 2. December Injury Reports

- a. 11/29/11 – HS teacher tripped over overhead projector wires, hurt head, neck, left wrist & knees – no lost time – medical sought
  - i. Supervisor completed injury report.
  - ii. Supervisor recommended securing wires to floor or to move overhead projector to another area of the classroom.
  - iii. Supervisor notified technology department to request wires be moved.
  - iv. Committee recommendations are the same as the supervisor's.
- b. 12/12/11 – PVI para tripped on stairs landing on foot and ankle – no lost time – medical sought
  - i. Supervisor completed injury report.
  - ii. No object on stairs to impede person's progress.
  - iii. Employee carrying shoulder bag and holding onto stair railing
  - iv. Misstep (?)
  - v. No supervisor recommendations.
  - vi. No committee recommendations.
- c. 12/14/11 – Chestnuthill teacher walking down hallway slipped, fell, hurt right knee, left ankle, and left arm – no lost time – no medical sought
  - i. Supervisor completed injury report.
  - ii. Employee put blame for injury on the shoes she was wearing.
  - iii. Obvious recommendation to either not wear those shoes or to be careful when wearing them.
  - iv. Committee agreed with supervisor's recommendation.
- d. 12/23/11 – PVE custodian slipped on wet bathroom floor, pulled left shoulder – lost time since 1/3/12 – medical sought
  - i. Supervisor completed injury report.
  - ii. Supervisor recommended to not walk on wet floors without wearing rubber, non-slip shoes.
  - iii. Committee agreed with supervisor's recommendations.

V. Adjournment at 9:05 am

VI. Next meeting is Thursday, February 2, 2012, 8:30 am, administration building 2<sup>nd</sup> floor conference room.