



PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



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Assistant to the Superintendent for
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SUSAN H. FAMULARO
Business Manager

Minutes

Workplace Safety Committee

Safety is No Accident

Thursday, May 2, 2013

8:30 AM

Administration 2nd Floor Conference Room

Attending: **Bev Hofford** **Chris Fisher** **Shannon Mackes** **Bonnie Grammes**
 Marie D'Amato **Scott Campbell** **Rich Hicks** **Elke Reeves**
 Rodney Green

Visitor:

- I. Meeting called to order at approximately 8:30 am.
- II. April meeting minutes approved by motion from Bonnie Grammes and seconded by Marie D'Amato.
- III. Old Business
 1. Restated the first aid training dates
 2. Review building inspection report for PVE
 - a. Findings (report on file)
 - ✓ Fire extinguisher in main lobby blocked by chairs
 - ✓ Fire extinguishers should have a monthly inspection (currently being inspected annually.)
 - ✓ Receiving/Storage Room A124
 - stored materials stacked on top shelves of racks
 - materials stored near heater
 - eyewash bottles provided not adequate in event of splash hazards; need plumbed or self-contained wall mounted eyewash station with 15 minutes of running water
 - ✓ Room B135
 - Vacuum with damaged power cord
 - ✓ Electrical room B172
 - Electric drill with damaged power cord
This has been replaced.
 - ✓ Elevator Room D018
 - Carbon dioxide fire extinguisher that hasn't been serviced in past 12 months
- IV. New Business
 1. Building inspection for PVI postponed until the fall. (was scheduled for 6/3)
 2. Rich Hicks will do building inspection schedule for next year.

- a. To be done on WSC days
3. Elke Reeves requested additional gloves for tech department.
4. Suggestion by Rodney Green to place “DO NOT BLOCK” over fire extinguishers in all buildings.
 - a. Maybe move extinguisher
5. Old, outdated fire extinguishers in warehouse to be discarded.
6. Review April Injury Reports
 - a. 4/12/13 – PVE teacher walking down stairs from parking lot, tripped and fell injuring right knee, ankle and foot
 - ✓ Medical sought.
 - ✓ No lost time.
 - ✓ Supervisor completed accident report.
 - No recommendations.
 - Committee member asked about checking steps for left over winter cinders but Rich Hicks said they should all be cleared away by now.
 - b. 4/30/13 – Two HS teachers were injured while attempting to help break up fight between two students.
 - ✓ Paperwork pending.
 - ✓ Will be reviewed at June meeting.
7. Discussion
 - a. State recertification application ready for submission which will take place in the next week.
 - b. Scott Campbell stated that AED/Oxygen tank installed in JCM.
 - c. AED inspections scheduled for June 20, 2013.
 - d. Fire alarms are now online at Polk with PVI and Polk alarms online soon.
 - e. Call (help) buttons being installed at receptionists’ desks in all buildings.
- V. Meeting adjourned at approximately 8:47 am with motion by Bev Hofford and seconded by Scott Campbell.
- VI. Next meeting is Thursday, June 6, 2013, 8:30 am, administration 2nd floor conference room.