



PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



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Assistant to the Superintendent for
Professional & Support Services

SUSAN H. FAMULARO
Business Manager

Minutes

Workplace Safety Committee

Safety is No Accident

Thursday, June 27, 2013

8:30 AM

Administration 2nd Floor Conference Room

Attending: **Bev Hofford** **Chris Fisher** **Shannon Mackes** **Ken Newman**
 Scott Campbell **Elke Reeves** **Rodney Green**

Visitor:

- I. Meeting called to order at approximately 8:32 am.
- II. May meeting minutes approved by motion from Elke Reeves and seconded by Scott Campbell.
- III. Old Business
 1. Inspection Report – Summary of Findings Report Form handed out.
 - a. Committee approved for use.
 - b. Comment made by Chris Fisher that safety conditions have greatly improved in every building.
 2. Fire Alarm signs
 - a. Order 15 each – Fire Extinguisher- DO NOT BLOCK sign and Caution: Fire Extinguisher – DO NOT BLOCK tag
 - b. Fire Alarms upgraded so all can call into control center
 - c. Fire alarm inspections recently completed in middle school and PVI
 3. Building inspection dates set for 2013-14
 - a. Will hold committee meeting same morning in building being inspected
 - b. Will invite building principal to attend inspection and meeting
 - c. Reserve meeting room with principal month prior to inspection
- IV. New Business
 1. Review May Injury Reports
 - a. 4/30/13 – HS teachers injured while breaking up student fight
 - ✓ No lost time.
 - ✓ Supervisor completed accident reports.
 - Recommended try to vocally break up fight; try not to get between students.
 - Teachers had to physically step in.
 - b. 6/4/13 – PVE custodian slipped on damp carpet and fell; injured left shoulder

- ✓ Lost time.
- ✓ Medical sought.
- ✓ Supervisor signed Accident Report.
- ✓ No recommendations.
- ✓ Committee questioned
 - Why was carpet damp/wet?
 - Was there any type of warning sign for wet carpet?
- ✓ Committee recommended returning report to Mr. Scott for more information.
- c. 6/7/13 – HS sub custodian emptying bucket of water containing chemicals and splashed some on both legs causing red blotches
 - ✓ No lost time.
 - ✓ Medical sought.
 - ✓ Supervisor completed Accident Report.
 - ✓ Recommended taking time and being more careful when handling chemicals.
 - ✓ Committee recommended
 - Wearing protective clothing
 - Wearing protective eye glasses
 - Rinsing area on legs that came into contact with water; was this done?
 - Was chemical water being dumped in location with accessible clean running water?
 - Was sub custodian trained for this job?
 - Should this type of water be poured down sewer drain?
 - Return accident report to supervisor for more information.
- d. 6/17/13 – Polk custodian passed out during CPR/First Aid class falling backward and hitting head
 - ✓ Time lost.
 - ✓ Medical sought.
 - ✓ Accident Report not yet submitted.
 - ✓ Unpreventable accident.

V. Discussion

- a. First Aid training
 - ✓ Went well
 - ✓ Trainer was very good.
 - ✓ Many topics covered.
 - ✓ Personnel attending now CPR/AED certified.
- b. Have secretaries trained?
- c. Training for few teachers throughout each building?
- d. Put AEDs in all security vehicles?
 - ✓ Would need a mount
- e. CPR mouthpieces?
 - ✓ Who has them?
 - ✓ First Aid kits equipped with them?
 - ✓ Everyone should have
- f. New eye wash stations placement
 - ✓ Middle School storage area
 - ✓ PVI mechanical/storage room
 - ✓ PVE (Rodney will tell us.)

VI. Meeting adjourned at approximately 9:06 am.

VII. Next meeting is Thursday, July 11, 2013, 8:30 am, administration 2nd floor conference room.